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ABSTRACT

This package of training materials is intended for high school counselors participating in a 1-day, eight session workshop on student financial aid for postsecondary education. The workshop attempts to: identify basic requirements and responsibilities students need to know about when applying for and accepting federal student aid; provide basic information about requirements of federal student aid programs; and identify federal publications and resources needed when working with students and parents. The individual sessions cover the following topics: (1) introduction to the workshop and training materials; (2) introduction to student financial aid programs; (3) student eligibility requirements for federal financial aid programs; (4) how postsecondary schools package financial aid awards; (5) the 1995-96 Federal Financial Aid Delivery System; (6) completing the 1995-96 Free Application for Federal Student Aid (FAFSA); (7) how to plan and conduct a financial aid awareness program; and (8) workshop wrap-up and evaluation. Appended are complete materials including a sample script and transparency masters for conducting a financial aid awareness program. Also appended are addresses of FAFSA processors. (DB)

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ED 396 651

1995-96 High School Counselor Training

Participant's Guide

U.S. Department of Education
Student Financial
Assistance Programs

U.S. DEPARTMENT OF EDUCATION
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NOTICE

This material is intended to support the High School Counselor Training Workshop. It provides trainees with a basic introduction to the administration of the 1995-96 Financial Aid Delivery System that distributes federal postsecondary financial aid.

The information in these sessions is based on legislation, regulations, and policies and procedures in effect as of **Fall 1994** for the 1995-96 financial aid award year. Any organization or institution using this material is on notice that new legislation, regulations, and policies and procedures supersede the contents of this publication.

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Course prepared by:
Training and Program Information Division
Student Financial Assistance Programs
Office of Postsecondary Education
U.S. Department of Education

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Session 1 - Introduction to the Workshop and Training Materials

OVERVIEW

A. Using the Workshop Materials Effectively

B. Workshop Agenda, Goals, Main Objectives, and Target Audience

MAIN OBJECTIVE

- You will be able to recognize the main features of the workshop and use the workshop materials effectively.

A. USING THE WORKSHOP MATERIALS EFFECTIVELY

In addition to this *Participant's Guide*, you should have received copies of the *Counselor's Handbook for High Schools* (1995-96), *The Student Guide* (1995-96), and the 1995-96 Free Application for Federal Student Aid (FAFSA). You will be making extensive use of these four publications throughout the workshop.

B. WORKSHOP AGENDA, GOALS, MAIN OBJECTIVES, AND TARGET AUDIENCE

The basic objectives of the workshop are to:

- identify basic requirements and responsibilities students need to know about when applying for and accepting federal student aid;
- provide basic information about the requirements of federal student aid programs; *and*
- identify federal publications and resources needed when working with students and parents.

A. OVERVIEW OF THE TYPES OF STUDENT FINANCIAL AID PROGRAMS

Student aid programs are classified into three categories:

- grants and scholarships (gift aid)
- loans (self-help aid)
- work-study (self-help aid)

The amount a family (and student) can be expected to pay toward education expenses, the Expected Family Contribution (EFC), is calculated from the data the family reports on the Free Application for Federal Student Aid (FAFSA).

Cost of attendance (COA) means the total of all reasonable education expenses a student may incur for an academic year of postsecondary study or for the length of a postsecondary program.

Cost of Attendance (COA) - Expected Family Contribution (EFC) = Student's Financial Need.

Some federal student financial assistance (SFA) programs are awarded on the basis of student financial need. These are:

- Federal Pell Grant
- Federal Supplemental Educational Opportunity Grant (FSEOG)
- Federal Work-Study (FWS)
- Federal Perkins Loan
- Federal Direct Stafford Loan (Direct Subsidized Loan)
- Federal Stafford Loan (subsidized)
- State Student Incentive Grant (SSIG)

Other federal SFA programs are *not* based on the student's financial need. These are:

- Federal Direct PLUS Loan
- Federal PLUS Loan
- Federal Direct Unsubsidized Stafford Loan (Direct Unsubsidized Loan)
- Federal Stafford Loan (unsubsidized)
- Robert C. Byrd Honors Scholarship Program
- Paul Douglas Teacher Scholarship Program
- National Science Scholars Program

Federal student aid can be awarded as "gift aid," which includes grants and scholarships, or as "self-help aid" in the form of loans or work opportunities.

Session 2 - Introduction to Student Financial Aid Programs

OVERVIEW

A. Overview of the Types of Student Financial Aid Programs

B. Federal Student Financial Aid Programs
   1. The Federal Pell Grant Program
   2. The Campus-Based Programs
      a. Federal Supplemental Educational Opportunity Grant (FSEOG)
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      c. Federal Perkins Loan
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   5. The Robert C. Byrd Honors Scholarship Program
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C. Other Federal Sources of Financial Aid
   1. National and Community Service Program
   2. U.S. Department of Veterans Affairs Programs
   3. U.S. Department of Defense Programs
   4. U.S. Public Health Service Programs

D. State Sources of Financial Aid
   1. State Grants and Scholarships
   2. State Vocational Rehabilitation Benefits
   3. Job Training Partnership Act (JTPA)

E. Institutional Financial Aid

F. Private Sources of Financial Aid

MAIN OBJECTIVE

- You will be able to identify and describe sources of financial aid as related to the type of aid, intended recipients, applying for aid, need analysis, award determination, award limits, disbursement, and repayment (if any).

AGENDA FOR 1995-96 HIGH SCHOOL COUNSELOR TRAINING WORKSHOPS

Session 1	Introduction to the Workshop and Training Materials (15 minutes)
Session 2	Introduction to Student Financial Aid Programs (70 minutes)
Break	(15 minutes)
Session 3	Student Eligibility Requirements for Federal Financial Aid Programs (30 minutes)
Session 4	How Postsecondary Schools Package Financial Aid Awards (25 minutes)
Session 5	The 1995-96 Federal Financial Aid Delivery System (45 minutes)
Lunch	(60 minutes)
Session 6	Completing the 1995-96 Free Application for Federal Student Aid (FAFSA) (90 minutes)
Break	(15 minutes)
Session 7	How to Plan and Conduct a Financial Aid Awareness Program (40 minutes)
Session 8	Workshop Wrap-Up and Evaluation (20 minutes)

Total Running Time: 7 hours 5 minutes

B. FEDERAL STUDENT FINANCIAL AID PROGRAMS

Federal gift aid programs are:

- Federal Pell Grant
- FSEOG
- State Student Incentive Grant (SSIG)
- Robert C. Byrd Honors Scholarship Program
- Paul Douglas Teacher Scholarship Program
- National Science Scholars Program

Federal self-help programs are:

- FWS
- Federal Perkins Loan
- Federal Direct Subsidized and Unsubsidized Loans
- Federal Direct PLUS Loan
- Federal Stafford Loan (subsidized and unsubsidized)
- Federal PLUS Loan

1. The Federal Pell Grant Program

The Federal Pell Grant provides gift aid to help undergraduate students with need meet the cost of postsecondary education.

Type of Aid: Gift aid.
Applying: The student must complete the FAFSA and the student's application data must be processed by ED's Central Processing System (CPS).
Award Determination: The award amount is specified in ED's annual payment schedule.
Aid Recipient: Only undergraduates without a previous bachelor's or professional degree receive aid.
Award Limits: The annual award maximum is $2,340 in 1995-96.
Need Analysis: The award is made on the basis of financial need; the EFC and Pell Grant COA are calculated as specified by law.
Disbursement: The school acts as ED's agent to disburse the funds to students.
Repayment: No repayment is necessary.

2. The Campus-Based Programs

a. Federal Supplemental Educational Opportunity Grant (FSEOG)

FSEOG is a **campus-based program** that awards grants to undergraduate students with exceptional financial need, as defined by law, to help pay for the cost of postsecondary education.

Type of Aid: Gift aid.
Applying: The student must complete the FAFSA. The school may establish a deadline for submission of the FAFSA for applying for campus-based aid. The student's application data must be processed by ED's Central Processing System (CPS).
Award Determination: The award amount is determined according to the school's financial aid policies and available funds.
Aid Recipient: Only undergraduates without a previous bachelor's or professional degree receive aid.
Award Limits: The annual award maximum is $4,000.
Need Analysis: The award is made on the basis of financial need; EFC and COA are calculated as specified by law.
Disbursement: The school disburses the funds to students.
Repayment: No repayment is necessary.

b. Federal Work-Study (FWS)

FWS is a **campus-based program** that provides on-campus and off-campus job opportunities to students attending eligible schools who need the earnings to help meet the cost of postsecondary education.

Type of Aid: Self-help aid.
Applying: The student must complete the FAFSA. The school may establish a deadline for submission of the FAFSA for applying for campus-based aid. The application data must be processed by ED's Central Processing System.
Award Determination: The award amount is determined according to the school's financial aid policies and available funds. Students must be paid at least the minimum hourly wage of $4.25.
Aid Recipient: For undergraduate or graduate/professional students.
Award Limits: There are no annual maximum award amounts.
Need Analysis: The award is made on the basis of financial need; the EFC and COA are calculated as specified by law.
Disbursement: The school disburses the funds to students.
Repayment: No repayment is necessary.

c. Federal Perkins Loan

The Federal Perkins Loan is a **campus-based program** that provides loans to help students with exceptional financial need meet the cost of postsecondary education. The school's Perkins Loan fund is considered a "revolving" fund because new loans are financed largely from loan repayments made by previous borrowers.

Type of Aid: Self-help aid.
Applying: The student must complete the FAFSA. The school may establish a deadline for submission of the FAFSA for applying for campus-based aid. The application data must be processed by ED's Central Processing System.
Loan Determination: The award amount is determined according to the school's financial aid policies and available funds.
Aid Recipient: For undergraduate or graduate/professional students.
Loan Limits: Generally, the maximum loan is $3,000/year for undergraduates and $5,000/year for graduate/professional students, with cumulative limits.
Need Analysis: The loan is on the basis of financial need; the EFC and COA are calculated as specified by law.
Disbursement: The school disburses the funds to students after the student signs the promissory note.
Repayment: Repayment begins nine months after a student either graduates or withdraws from school.

3. The Federal Direct Student Loan Program

a. Federal Direct Stafford Loan: Subsidized and Unsubsidized

Direct Subsidized Loan: The federal government lends money to financially needy students to help them meet the cost of postsecondary education.

Type of Aid: Self-help aid.
Applying: The student completes the FAFSA, which is processed by ED's Central Processing System (CPS).
Loan Determination: Need-based.
Aid Recipient: For undergraduate or graduate/professional students.
Loan Limits: The annual and aggregate loan maximums apply to the sum of the student's subsidized and unsubsidized Direct Loans (for example, first-year undergraduates may borrow a maximum of $2,625 between the two loans).
Need Analysis: The loan is made on the basis of financial need; the EFC and COA is calculated as specified by law.
Disbursement: The school disburses proceeds to students.

Repayment: Repayment begins six months after the student either graduates or drops below half-time enrollment; while the student is enrolled at least half time, and during periods of deferment, interest is not charged.

Direct Unsubsidized Loan: The federal government lends money to students to help them meet the cost of postsecondary education.

Type of Aid: Self-help aid.
Applying: The student completes the FAFSA application, which is processed by ED's Central Processing System (CPS).
Loan Determination: Not need based, but cannot exceed the student's COA when added to all other aid.
Aid Recipient: For undergraduate or graduate/professional students.
Loan Limits: The annual and aggregate loan maximums apply to the sum of the student's subsidized and unsubsidized Direct Loans (for example, first-year undergraduates may borrow a maximum of $2,625 between the two loans).
Need Analysis: The loan is not made on the basis of financial need.
Disbursement: The school disburses proceeds to students.
Repayment: Repayment begins six months after the student either graduates or drops below half-time enrollment. While enrolled at least half time, the student may make interest payments or have the interest capitalized.

b. Federal Direct PLUS Loan

The federal government lends money to parents on behalf of their dependent children to help them pay for the students' cost of postsecondary education.

Type of Aid: Self-help aid.
Applying: The student's parents complete the combined Direct PLUS Loan application and promissory note and submit it to the school for certification and transmission to the Direct Loan Servicing Center.
Loan Determination: The parents' Direct PLUS Loan, added to the student's other financial aid, cannot exceed the student's COA.
Aid Recipient: The parents receive a loan on behalf of a child who is a dependent undergraduate student.
Loan Limits: The maximum amount a parent may borrow is limited to the student's cost of attendance minus all other financial aid.
Need Analysis: The loan is not made on the basis of financial need, but parents cannot have an adverse credit history.
Disbursement: The school disburses the funds to the parents.

Repayment: Repayment may be deferred under limited circumstances; however, interest must be paid or capitalized during periods of deferment.

4. The Federal Family Education Loan (FFEL) Program

a. Federal Stafford Loans: Subsidized and Unsubsidized

Federal Stafford Loan (subsidized). Lenders use their own funds to make loans (with a federal interest subsidy and guarantee) to help financially needy students meet the cost of postsecondary education.

Type of Aid: Self-help aid.
Applying: The student must complete the FAFSA, which must be processed by ED's Central Processing System (CPS). The student must also complete a separate loan application.
Loan Determination: Need-based.
Aid Recipient: For undergraduate or graduate/professional students.
Loan Limits: The annual and aggregate loan maximums apply to the sum of the student's subsidized and unsubsidized Stafford Loans (for example, first-year undergraduates may borrow a maximum of $2,625 between the two programs).
Need Analysis: The loan is made on the basis of financial need; the EFC and COA are calculated as specified by law.
Disbursement: The lender disburses the loan to the school, which then delivers the proceeds to the student.
Repayment: Repayment begins six months after a student graduates or drops below half-time enrollment; while the student is enrolled at least half time, the interest is paid by ED.

Federal Stafford Loan (unsubsidized). Lenders use their own funds to make loans (federally guaranteed) to students who want to borrow beyond their eligibility for subsidized Stafford Loans or who do not qualify for subsidized Stafford Loans, to help pay the cost of postsecondary education.

Type of Aid: Self-help aid.
Applying: The student must complete the FAFSA, which must be processed by ED's Central Processing System (CPS). The student must also complete a separate loan application.
Loan Determination: The student's unsubsidized Stafford Loan, added to other non-need-based financial aid, cannot exceed the student's COA.
Aid Recipient: For undergraduate or graduate/professional students.
Loan Limits: The annual and aggregate loan maximums apply to the sum of the student's subsidized and unsubsidized Stafford Loans (for

example, first-year undergraduates may borrow a maximum of $2,625 between the two programs).

Need Analysis: The loan is not made on the basis of financial need.

Disbursement: The lender disburses the loan, but the school delivers proceeds to students.

Repayment: Repayment may be deferred until six months after the student either graduates or drops below half-time enrollment, but the interest must be paid or capitalized.

b. Federal PLUS Loan

Lenders use their own funds to make federally guaranteed loans to parents on behalf of their dependent children to help them pay for the students' cost of postsecondary education.

Type of Aid: Self-help aid.

Applying: The student's parent completes a separate loan application, which is submitted to the postsecondary school. The postsecondary school certifies the loan application and either forwards it to the lender or returns it to the parent.

Loan Determination: The Federal PLUS Loan, added to the student's other financial aid, cannot exceed the student's COA.

Aid Recipient: Parents receive aid on behalf of their child who is a dependent undergraduate student.

Loan Limits: The amount a parent borrows may not exceed the student's COA.

Need Analysis: The loan is not made on the basis of financial need, but parent borrowers cannot have an adverse credit record.

Disbursement: The lender disburses the loan, but the school delivers the loan proceeds to the parents.

Repayment: Repayment may be deferred under limited circumstances; however, interest must be paid or capitalized during periods of deferment.

5. The Robert C. Byrd Honors Scholarship Program

Type of Aid: Gift aid.

Applying: The student completes the applicable state application.

Award Determination: The student's award, added to other financial aid, cannot exceed the student's COA.

Aid Recipient: For undergraduates.

Award Limits: The annual award amount cannot exceed $1,500.

Need Analysis: The scholarship is not awarded on the basis of financial need.

Disbursement: The school disburses proceeds to students.
Repayment: No repayment is necessary.

6. The Paul Douglas Teacher Scholarship Program

Type of Aid: Gift aid.
Applying: The student completes the FAFSA, which is processed by ED's Central Processing System (CPS).
Award Determination: The student's scholarship, added to other financial aid, cannot exceed the student's COA.
Aid Recipient: For undergraduates who graduate in the top ten percent of their high school class.
Award Limits: The annual award may not to exceed $5,000 per year.
Need Analysis: The scholarship is not awarded on the basis of financial need.
Disbursement: The school disburses proceeds to students.
Repayment: No repayment is necessary.

7. The National Science Scholars Program

Type of Aid: Gift aid.
Applying: The student applies through the state department of education.
Award Determination: The student's scholarship, added to other financial aid, cannot exceed the student's COA.
Aid Recipient: For undergraduate students who have excelled in secondary studies in life, physical, or computer sciences, mathematics, or engineering, and who intend to pursue postsecondary study in one of these fields. Other criteria may also apply.
Award Limits: The annual award may not exceed $5,000.
Need Analysis: The scholarship is not awarded on the basis of financial need.
Disbursement: The school disburses the proceeds to the student.
Repayment: No repayment is necessary.

C. OTHER FEDERAL SOURCES OF FINANCIAL AID

1. National and Community Service Program

A new federal program, the National and Community Service Program, provides education awards up to $4,725 a year. To earn this award, students can work before, during, or after their postsecondary education. For more information on this program, call 1-800-942-2677 or write to:

- The Corporation for National and Community Service
  1100 Vermont Avenue, N.W.
  Washington, D.C. 20525

2. U.S. Department of Veterans Affairs Programs

The U.S. Department of Veterans Affairs administers a number of education and training programs for veterans, service personnel, and eligible dependents. For more information on veterans benefits, contact the nearest U.S. Department of Veterans Affairs regional office.

3. U.S. Department of Defense Programs

These programs include:

- the Army Reserve Officers' Training Corps (ROTC),
- the Air Force ROTC, *and*
- the Naval ROTC (NROTC).

The contact for each of these programs is listed in the Handbook.

4. U.S. Public Health Service Programs

The Nursing Student Loan Program assists undergraduate and graduate students seeking careers in nursing by providing long-term, low-interest loans to help meet education costs. Students should check with the postsecondary schools they are interested in attending to see if the schools participate in this program. For more information, write to:

- U.S. Department of Health and Human Services
  U.S. Public Health Service
  Health Resources and Services Administration
  Bureau of Health Professions
  Division of Student Assistance
  5600 Fishers Lane
  Rockville, Maryland 20857

D. STATE SOURCES OF FINANCIAL AID

1. State Grants and Scholarships

All states offer the federally funded State Student Incentive Grants (SSIG). This program is funded in part by state matching funds. Many states also provide need-based and merit-based grants and scholarships. Students apply annually using separate state scholarship applications or specific need analysis forms.

2. State Vocational Rehabilitation Benefits

State departments of vocational rehabilitation have programs to assist physically and mentally disabled persons. Eligible individuals may receive funds for tuition, fees, books and supplies, transportation, and living expenses.

Information on eligibility criteria and application procedures is available from the state department of vocational rehabilitation.

3. Job Training Partnership Act (JTPA)

Job Training Partnership funds vary from state to state. In most cases, the state provides tuition and fee assistance.

For information on JTPA, contact your state agency.

E. INSTITUTIONAL SOURCES OF FINANCIAL AID

Grants and Scholarships: These are awarded on the basis of financial need and/or merit.

Tuition Waivers: Partial or total tuition waivers often are available to employees and their dependents, as well as to other students selected by a postsecondary school.

Student Employment Programs: Job programs, other than the Federal Work-Study Program, might be available on a financial need or non-need basis.

Student Loans: Low-interest loans may be available from postsecondary schools on a need or non-need basis.

F. PRIVATE SOURCES OF FINANCIAL AID

The following places will have information on—or provide—private sources of financial aid:

- the high school;
- the institution to which the student is applying;
- parents' and/or student's place of employment;
- civic, trade, and social organizations;
- religious organizations; *and*
- the reference section of the local public library.

Some of the books you might find in the library include:

- *Chronicle Student Aid Annual*
- *Financial Aids for Higher Education*
- *Need a Lift?*
- *Higher Education Opportunities for Minorities and Women*

Students should be cautious about using fee-based scholarship search services. Unfortunately, some of these companies promise more than they deliver. Students might even contact the Better Business Bureau to see if there are complaints about a company before they pay a fee.

Session 3 - Student Eligibility Requirements for Federal Financial Aid Programs

OVERVIEW

A. High School Completion

B. Student Enrollment
   1. Eligible Institution
   2. Eligible Educational Program
   3. Enrollment Status
   4. Satisfactory Academic Progress (SAP)

C. Citizenship Status

D. Social Security Number

E. Certification Statements

F. Assessment of Student Financial Need
   1. Cost of Attendance
   2. Expected Family Contribution
   3. Need for a Federal Pell Grant
   4. Need for Other Student Financial Aid Programs

MAIN OBJECTIVES

- You will be able to recognize federal student financial aid eligibility requirements.
- You will be able to identify the components of financial need.
- You will understand how need for federal student financial aid programs is calculated.

All sources of financial aid—federal and state governments, postsecondary schools, and private organizations—have **eligibility requirements**.

In this session, we will look at some of the eligibility factors that postsecondary schools are required to check before a student receives federal aid.

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A. HIGH SCHOOL COMPLETION

To receive federal financial aid for postsecondary studies, a student must be academically qualified. The student must:

- have a high school diploma, *or*
- have the equivalent of a high school diploma (such as a GED), *or*
- pass an independently administered examination approved by the U.S. Department of Education.

Students who have excelled academically and who enroll in college as degree-seeking students *before* they complete high school may be eligible for federal student financial aid. However, the student cannot be concurrently enrolled in high school and postsecondary school. Contact the college or career school for more information.

B. STUDENT ENROLLMENT

1. Eligible Institution

A student must be attending a postsecondary school that is eligible to participate and has chosen to participate in one or more of the federal student financial aid (SFA) programs.

2. Eligible Educational Program

A student must enroll as a regular (degree-seeking) student in an eligible degree or certificate educational program.

A student is not allowed to enroll in an educational program consisting solely of remedial course work.

3. Enrollment Status

A student must enroll at least half time to be eligible for a Direct Loan, an FFEL Stafford Loan, a Direct PLUS Loan, or an FFEL PLUS Loan.

Students who are eligible to receive Federal Pell Grants and/or campus-based funds may attend less than half time.

4. Satisfactory Academic Progress (SAP)

Once a student has enrolled, he or she must make satisfactory academic progress (SAP) toward a degree or certificate.

C. CITIZENSHIP STATUS

A student must be a U.S. citizen or an eligible noncitizen to receive federal financial aid. Eligible noncitizens include students who are U.S nationals, permanent residents of the United States, and certain refugees.

D. SOCIAL SECURITY NUMBER

A student must have a valid Social Security Number to apply for federal financial aid. A student can apply by contacting:

Social Security Administration
6401 Security Boulevard
Baltimore, Maryland 21235

1-800-772-1213

E. CERTIFICATION STATEMENTS

A student must sign a number of statements before receiving federal financial aid. These statements are:

- a Statement of Updated Information, which notes that any necessary changes have been made to the information originally reported on the Free Application for Federal Student Aid (FAFSA);
- a Statement of Educational Purpose, which states that federal financial aid funds will be used to pay for costs associated with obtaining an education—and for no other purpose;
- a Certification on Refunds and Defaults, which states that the student does not owe a refund to any federal grant program and is not in default on any federal student loan; *and*
- a Selective Service Statement, which states that the student is registered for the Selective Service or that the student is not registered because he or she is not required to be registered.

F. ASSESSMENT OF NEED

Eligibility for most federal financial aid programs is on the basis of financial need.

The formula for determining financial need is simple:

Cost of Attendance (COA)
- Expected Family Contribution (EFC)
Student's Financial Need

1. Cost of Attendance (COA)

Cost of attendance, which often is referred to simply as COA, is defined as the sum of all the costs associated with attending a postsecondary school. Each postsecondary school determines its own COA using federal guidelines. These costs typically include:

- tuition and fees;
- books, supplies, and equipment;
- room and board (on campus, off campus, or with parents);
- transportation (commuter costs or long-distance travel to home); *and*
- necessary personal expenses.

Other allowed costs, such as dependent-care expenses, disability expenses, study-abroad expenses, or student loan fees also may be included in a student's total cost of attendance.

2. Expected Family Contribution (EFC)

This is the amount that a student and his or her family are expected to contribute to the student's education costs.

The Expected Family Contribution (EFC) is determined by a formula called the Federal Need Analysis Methodology, which is established under federal law.

Some of the factors that go into this formula are:

- the student's income,
- the income of the student's parents or spouse,
- family size, *and*
- number of family members enrolled in postsecondary education.

All the information needed to compute a student's EFC is collected on the Free Application for Federal Student Aid (FAFSA).

3. Need for a Federal Pell Grant

Whether a student is eligible to receive a Federal Pell Grant and the amount of the grant are determined by the EFC and the school's cost of attendance (COA).

The lower the student's EFC, the higher the Federal Pell Grant award. There is a cutoff point for EFC; above this point, students are not eligible for a Federal Pell Grant. For 1995-96, the cutoff point is 2400 ($2,400).

4. Need for Other Student Financial Aid Programs

To determine a student's eligibility for federal need-based aid other than a Pell Grant, the postsecondary school must consider the COA and the student's EFC.

Other potential need-based federal aid includes campus-based programs, Direct Subsidized Loans, and subsidized Stafford Loans.

Here's Susan's example:

Cost of attendance		$6,000
Expected Family Contribution	-	500
Student's financial need		$5,500
Federal Pell Grant		$2,000
Academic scholarship from a civic group	+	1,500
Estimated financial assistance		$3,500
Student's financial need		$5,500
Estimated financial assistance	-	3,500
Eligibility for other need-based SFA programs		$2,000

To determine a student's eligibility for federal aid that is not awarded on the basis of financial need, the college or career school must consider only the student's cost of attendance and any awarded aid. Federal financial aid not based on need is limited to:

- Federal Direct Unsubsidized Loans,
- unsubsidized Federal Stafford Loans,
- Federal Direct PLUS [parent] Loans, *and*
- Federal PLUS [parent] Loans.

The EFC is not needed to calculate eligibility for these loans. The basic rule is that the loan amount cannot exceed the difference between the cost of attendance and estimated financial assistance. In other words, the total amount of student aid cannot exceed school costs.

Let's look at the example for Joe:

Cost of attendance		$7,000
Expected Family Contribution	-	1,500
Student's financial need		$5,500
Federal Pell Grant		$850
State scholarship	+	650
Direct Subsidized Loan	+	4,000
Estimated financial assistance		$5,500
Student's financial need		$5,500
Estimated financial assistance	-	5,500
Unmet need		$0

To determine the eligibility for a Direct Unsubsidized Loan:

Cost of attendance		$7,000
Estimated financial assistance	-	5,500
Eligibility for Direct Unsubsidized Loan		$1,500

Session 4 - How Postsecondary Schools Package Financial Aid Awards

OVERVIEW

A. Definition and Philosophies of Packaging

B. Packaging Considerations
   1. Types of Financial Aid
   2. Coordinating Other Aid Sources
   3. Disbursing Aid

C. Interpreting School Award Letters

MAIN OBJECTIVES

- You will be able to recognize financial aid packaging philosophies and considerations.
- You will learn the components of award letters and how to interpret them.

A. DEFINITION AND PHILOSOPHIES OF PACKAGING

"Financial aid packaging" is the process by which a postsecondary school's financial aid administrator determines:

- the types of financial aid a student will receive,
- the sources of that aid, *and*
- the amount of that aid.

Philosophies about how to package student aid vary from one school to another.

A number of factors can influence a postsecondary school's financial aid policy. Among these are:

- the school's available resources,
- the student body's overall need for money,
- the school's student demographics, *and*
- the school's cost of attendance.

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In developing a packaging policy, the overriding concern for most postsecondary schools is fair and equitable treatment of all its students.

Practical considerations include the:

- percentage of financial need that reasonably can be met,
- mix of types/sources of aid within the package,
- percentage of "gift" (scholarship and grant) money compared to the percentage of "self-help" (loan or employment opportunity) money awarded, *and*
- students' average debt burden.

B. PACKAGING CONSIDERATIONS

1. Types of Financial Aid

There are three basic types of student aid:

- grants and scholarships (gift aid)
- employment opportunities (self-help aid)
- loans (self-help aid)

In cases of low-to-moderate student financial need, postsecondary schools sometimes award only student loans.

Students with greater financial need generally will qualify for larger packages that contain various types of financial aid.

The aid sources available can also affect a student's package.

2. Coordinating Other Aid Sources

When packaging aid, most postsecondary schools look at federal (and other) financial aid to which a student is entitled before awarding aid from their own limited resources.

Postsecondary schools must look at outside aid that a student is awarded to be sure that the total amount of all sources of aid does not exceed the student's financial need.

3. Disbursing Aid

When disbursing aid to a student, funds are first applied to the charges owed the school. After the student's charges are cleared, the remaining funds are given to the student, usually in the form of a check, to be used for other education-related expenses.

Some postsecondary schools make an effort to see that students use certain types of aid money for certain expenses.

It is not uncommon for a postsecondary school to prefer that scholarships, grants, and loans be used to pay **direct** educational costs owed the school.

Many postsecondary schools also make an effort to award part-time employment opportunities as a means of providing students with a steady source of pocket money for personal spending.

C. INTERPRETING SCHOOL AWARD LETTERS

Postsecondary schools usually notify students about the types and amounts of financial aid they have been awarded by using an "award letter." Students can accept or decline any of the aid offered. If a student declines a specific award, however, the school will not increase another aid award. An award letter is not a guarantee. The student must continue to meet all eligibility requirements and comply with the rules of the school's financial aid office to receive the aid.

Caution your students that they might get very different aid packages from different postsecondary schools.

Students should compare schools' financial aid offers carefully. Here are some simple factors to consider when assessing aid packages.

- What percentage of the financial need is being met? If full need is not being met, how much of the school's *direct costs* are covered by the package?

- What types and sources of aid have been awarded?

In addition to the amounts and types of financial aid being offered, there are many other factors to consider when deciding which school to attend. A student should look closely at all of them before making this very important decision. To help students make their decisions, *The Student Guide*, starting on page 5, has a section entitled "Choosing a School Carefully."

Comparing Award Packages

Packaging	College A	College B	College C
Cost of Attendance			
Tuition and Fees	$10,500*	$2,300*	$1,300*
Books and Supplies	500	500	500
Room and Board	4,600*	3,600*	1,600
Transportation	500	500	900
Personal	900	1,200	1,000
Total COA	$17,000	$8,100	$5,300
EFC	- 300	- 300	- 300
Financial Need	$16,700	$7,800	$5,000
Financial Aid Package			
Federal Pell Grant	$ 2,050	$2,050	$2,050
FSEOG	2,000	1,000	400
FWS	2,200	0	0
Direct Subsidized Loan	2,625	2,625	2,550
College grant	4,600	0	0
Private grant	1,500	0	0
State scholarship	1,000	1,000	0
Total Package	$15,975	$6,675	$5,000
Unmet Need	$ 725	$1,125	$ 0
Out-of-Pocket Expenses (*to meet direct costs*)	$ 1,325	$ 0	$ 0
Percentage of Financial Aid to School's Cost of Attendance			
Financial Aid to COA	94%	82%	94%
Financial Aid to Need	96%	86%	100%
Gift Aid to Total	70%	61%	49%
Self-Help Aid to Total	30%	39%	51%

*Student's direct cost

Session 5 - The 1995-96 Federal Financial Aid Delivery System

OVERVIEW

A. Applications and Promissory Notes
   1. The 1995-96 Free Application For Federal Student Aid (FAFSA)
   2. The Federal Direct Student Loan Promissory Note and Federal Direct PLUS Loan Application and Promissory Note
   3. The Application and Promissory Note for Federal Stafford Loans and Federal PLUS Application and Promissory Note
   4. The Institutional Application
   5. Other: State and Private Applications

B. Federal Application Process
   1. FAFSA Processors
   2. The Federal Direct Student Loan Program
   3. The Federal Family Education Loan (FFEL) Program
   4. State Application Processing

MAIN OBJECTIVES

- You will be able to recognize important features of applying for and receiving various types of federal financial aid.
- You will be able to identify the federal Student Aid Report (SAR) and its components.
- You will learn how students are to correct information on the SAR and where to send the corrected SAR for reprocessing.
- You will be able to identify the Federal Direct Student Loan promissory note and Federal Direct PLUS Loan application and promissory note.
- You will be able to identify the Application and Promissory Note for Federal Stafford Loans and the Federal PLUS Loan application and promissory note.

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A. APPLICATIONS AND PROMISSORY NOTES

1. The 1995-96 Free Application for Federal Student Aid (FAFSA)

There is only one application for federal student financial aid—the Free Application for Federal Student Aid (FAFSA).

As the name indicates, there is no fee for submitting the FAFSA.

2. The Federal Direct Student Loan Promissory Note and Federal Direct PLUS Loan Application and Promissory Note

During the 1995-96 year, more than 1,500 colleges and career schools throughout the country will participate in the Federal Direct Student Loan Program (Direct Loan Program).

The FAFSA is the only required application form for subsidized and unsubsidized Direct Student Loans. Borrowers will, of course, need to complete a promissory note/disclosure form to receive funds.

For a parent to receive a Direct PLUS Loan, a separate parent application/promissory note form is required; the parent doesn't have to complete a FAFSA.

Both of these Direct Loan forms are distributed by participating postsecondary schools.

3. The Application and Promissory Note for Federal Stafford Loans and Federal PLUS Application and Promissory Note

These two forms are common to the Federal Family Education Loan (FFEL) Program and are used to apply for any FFEL loan, regardless of the lender or guaranty agency.

The Application and Promissory Note for Federal Stafford Loans (subsidized and unsubsidized) contains:

- instructions on how to complete the application;
- questions that gather basic demographic data about the student;
- the promissory note that, when signed, becomes the official promise to repay the loan; *and*
- the *Borrower's Rights and Responsibilities* statement.

Federal PLUS applicants must complete only the Federal PLUS application. Completing a FAFSA is not required.

4. The Institutional Application

To award its own institutional aid, a postsecondary school may require students to complete its own application for financial aid or a supplemental form from a private need analysis agency such as the:

- College Scholarship Service (CSS) *or*
- Pennsylvania Higher Education Assistance Agency (PHEAA).

The additional information collected on these applications can be used only for awarding a school's own student financial aid, not in awarding federal student financial aid.

5. Other: State and Private Applications

States and private organizations (such as corporations and civic groups) that offer financial aid to students usually require their own applications in addition to the FAFSA.

Private associations, community service groups, and corporations may all have different application requirements.

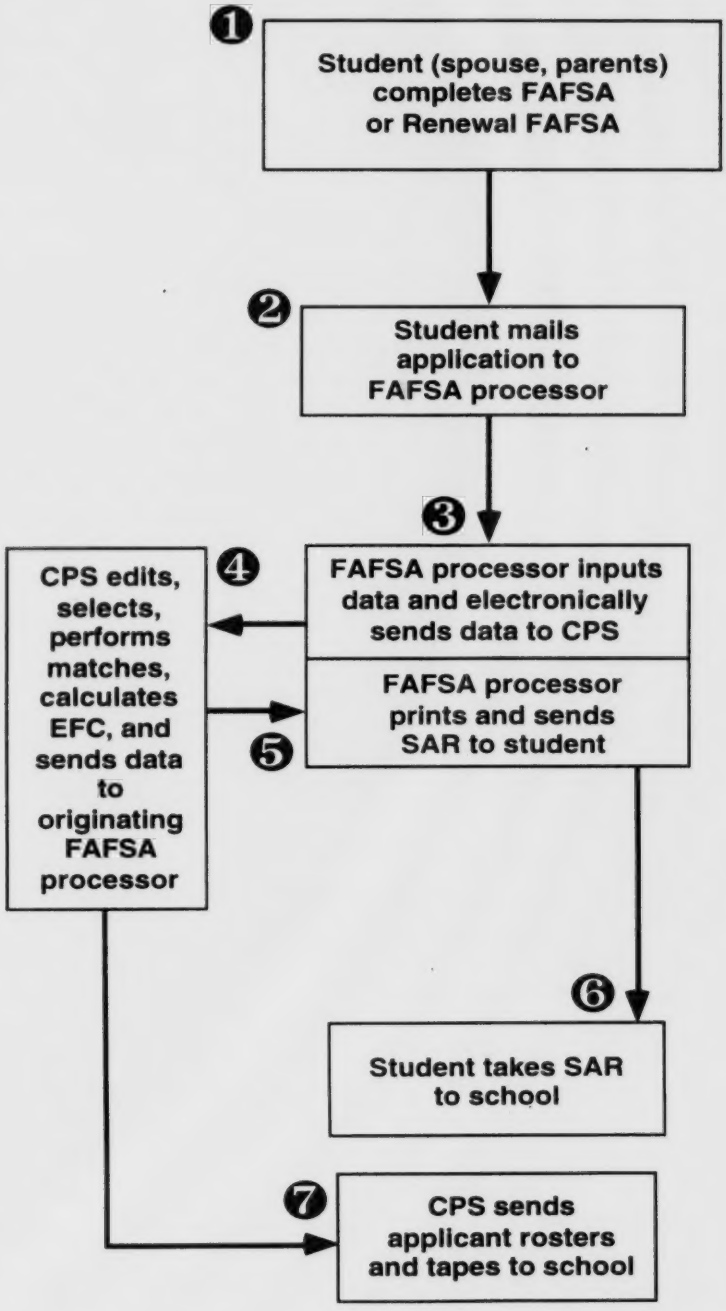
B. FEDERAL APPLICATION PROCESS

The process by which the FAFSA information travels from a student to an application processor to a school is known as the delivery system.

1. FAFSA Processors

The chart that follows indicates the flow of data from the time the student completes the FAFSA until the federal output document, or SAR, is in the hands of the student and/or the postsecondary school. (See pages 9 to 18 in this Guide for a sample of an eligible SAR.)

Flow Chart of 1995-96 Federal Application Processing System


1
Student (spouse, parents) completes FAFSA or Renewal FAFSA
2
Student mails application to FAFSA processor
3
FAFSA processor inputs data and electronically sends data to CPS
4
CPS edits, selects, performs matches, calculates EFC, and sends data to originating FAFSA processor
FAFSA processor prints and sends SAR to student
5
6
Student takes SAR to school
7
CPS sends applicant rosters and tapes to school

If a student is applying to more than one postsecondary school, copies of the SAR should be sent and the original kept for submission to the school he or she decides to attend. If a school insists on an original SAR instead of a copy, the student can request a duplicate SAR.

To request a duplicate SAR, a student should:

- call the Federal Student Aid Information Center at 1-319-337-5665 *or*
- write to "Federal Student Aid Programs" at the address printed on page 10 of the FAFSA instructions or the address in Part 2 of the SAR.

A complete listing of FAFSA processors' addresses is given in Appendix B of this Guide.

Expected Family Contribution (EFC) Calculation: The Central Processing System (CPS) calculates the Expected Family Contribution (EFC) for a student according to a formula written in federal law.

Federal Tape Matches: The four data-match systems that can flag an eligibility problem are:

- Social Security Number (SSN)
- Selective Service
- Immigration and Naturalization Service (INS)
- National Student Loan Data System (NSLDS)

If there is conflicting information, the student might not be eligible to receive federal financial aid. If a match fails, the SAR will indicate that the student is ineligible.

Federal Output Documents: A college or career school could receive either of these federal output documents for a student:

- a Student Aid Report (SAR) *or*
- an Institutional Student Information Record (ISIR).

Both of these federal output documents contain the official EFC needed for a student to be awarded federal student financial aid.

The Student Aid Report (SAR): The SAR has three parts. Depending on a student's eligibility status, a student may receive one, two, or three parts.

If a student has provided incomplete information or information that is being questioned before an EFC can be calculated, the student will receive a rejected SAR. The rejected SAR has two parts. The student should make changes directly on the rejected SAR and resubmit it for processing.

The SAR parts are:

Part 1 Information Summary contains
student s EFC,
instructions for the student,
explanation of the EFC calculation,
summary of the information submitted on FAFSA, *and*
certification statements a student must sign.

Part 2 Information Review Form/Information Request Form
used to make corrections/update information

Part 3 Federal Pell Grant Payment Voucher
used by postsecondary schools to report Federal Pell Grant payments to ED

Updating and Corrections: Sometimes corrections are necessary due to errors. Occasionally, there is a need to update information.

Students who receive Federal Pell Grants are required to update certain items if they have changed since the time the FAFSA was completed and submitted. These items are:

a change in dependency status (other than one resulting from a change in marital status),
a change in the number of family members in the household, *or*
a change in the number of family members enrolled in postsecondary schools.

No other information may be updated.

Errors or updates should be made in ɔThe correct answer is column on Part 2 of the SAR.

Once corrections or updates have been made, a dependent student and a parent sign the back of Part 2 of the SAR and send it back to the FAFSA processor. New federal output documents will be produced when the corrections have been made. A corrected SAR will be sent to the student to forward to a postsecondary school or schools.

Verification: The federal government requires financial aid administrators at postsecondary schools to verify the accuracy of selected applications for federal student financial aid. This process is known as verification. Applications are selected at random and on the basis of edit checks performed by the CPS. These edit checks identify FAFSA data that appears to be inconsistent or inaccurate.

Students should make photocopies of their FAFSAs before submitting them, and they should also keep photocopies of documents they used to complete them (for example, income tax forms). You might suggest that each student create a special file folder for these items.

2. The Federal Direct Student Loan Program

Direct Loans do not involve commercial lenders or guaranty agencies. They are handled directly between a student and a postsecondary school; the money comes from the federal government. The FAFSA also serves as the application for Direct Loans.

School Processing: When a college or career school receives the results of the student's FAFSA, the Direct Loan process is nearly complete. Because most schools award Direct Loans as part of the student's financial aid package, the only remaining task is for the student to sign a promissory note.

After that is done, the postsecondary school electronically submits the data to ED's Direct Loan Servicing Center. The Servicing Center will perform credit checks on all Direct PLUS applications.

Direct Loan Servicing Center: Loan funds will be transferred electronically to the postsecondary school and disbursed to the student or parent borrower.

3. The Federal Family Education Loan (FFEL) Program

The FFEL Program requires a separate application/promissory note. A postsecondary school certifies the application, ensuring that a student has met all the eligibility requirements.

Lender Processing: Once a postsecondary school has certified an FFEL application, it is forwarded to the commercial lender selected by the student or parent. The lender then processes the application, ensures the accuracy of the school data and, in the case of a parent PLUS borrower, performs a credit check.

Guaranty Agency Approval: Before the lender can approve the loan and disburse funds to the student or parent FFEL borrower, the application must be approved by a guaranty agency.

Once a guaranty agency has granted its approval, the lender can send the FFEL loan funds to the school for the student. However, these funds cannot be sent to the school earlier than 21 days before the first day of classes. And, for first-year students, Stafford Loan funds cannot be sent to the school **until** at least 30 days **after** the first day of classes. This waiting period ensures that new students who withdraw within the first few weeks of classes will not be left with federal loan debts that might be difficult for them to repay.

4. State Application Processing

Each state may have different application and processing requirements. Some states award aid on the basis of FAFSA data, while others require an additional application. It is important to know the requirements of your state and the states in your area, so that you can accurately advise students about procedures and deadlines.

1995-96 Student Aid Report
Federal Student Aid Programs
Part 1 - Information Summary

XXXXX

OMB No. xxxx-xxxx
Form Approved
Exp. xx-xx-xx

123-45-6789
AB-01 PIN: 9999

DRAFT

IMPORTANT: Read **ALL** information in Part 1 to find out what to do with this Report

000117C041

March 17, 1995

ABCDEFGHI J. ABCDEFGHIJKLMNOP -Page 1 of 5 EFC: 00979*C
1234 ABCDEFGHIJKLMNOPQRSTUV
ABCDEFGHIJKLMNOPQ, AB 12345 BA DEG REC'D

This Student Aid Report (SAR) has been produced by XXXX in response to the information you submitted.

This SAR has three parts. Part 1 is the Information Summary. Part 2 is the Information Review Form, which you must use to make any corrections. Part 3 is the Payment Voucher, which the Financial Aid Administrator (FAA) at the school you plan to attend will use if you qualify for a Pell Grant award. If all the information on this SAR is correct, and you meet all other eligibility requirements, you may receive a Pell Grant in 1995-96. However, the amount of the award you may receive will depend on the cost of attendance at your school, your enrollment status, Congressional budget restrictions, and on other factors.

HERE IS WHAT YOU NEED TO DO NOW: Review the information on Part 2. IF ALL THE INFORMATION IS CORRECT, review the Student's Use Box on the back of PART 1. Provide the information required and sign your name. Then submit ALL 3 PARTS of your SAR to your FAA. IF ANY INFORMATION IS INCORRECT, provide the correct answer in the "The correct answer is" column. Sign the Certification on the back of PART 2 and return ONLY PART 2 to the address next to the Certification. If your Part 2 is two pages long, return BOTH pages. If you have any questions, contact your FAA.

Our records show that the Social Security Number (SSN) you reported is being reported by someone else. Check your SSN in Item 9 on Part 2 of your SAR. If it is correct, you do not need to change it. If it is incorrect, write your correct SSN in the "The correct answer is" column.

Be sure to review the items in boldface type on Part 2 of your SAR.

To receive a Pell Grant, you must be enrolled in a school that is participating in the Pell Grant Program. Check with the school you plan to attend in 1995-96 to find out if that school participates.

If you have special circumstances that might affect the amount you and your family are expected to contribute toward your education, see your FAA.

(letter continued on next page)

This section contains information from your student aid application (shaded items display parents' information, if provided.) Use the Information Review Form (Part 2 of your SAR) to correct this information. Do not make corrections on this page.

	# ANSWER CHANGED
1. LAST NAME	ABCDEFGHIJKLMNOP
2. FIRST NAME	ABCDEFGHI
3. MIDDLE INITIAL	A
4. PERMANENT STREET ADDRESS 12345 ABCDEFGHIJKLMNOPQ	
5. CITY	ABCDEFGHIJKLMNOPQ
6. STATE ABBREVIATION	AB
7. ZIP CODE	12345
8. SOCIAL SECURITY NUMBER	123-45-6789
9. DATE OF BIRTH	JANUARY 01, 1961
10. PERMANENT HOME PHONE NUMBER	(999) 999-9999
11. STATE OF LEGAL RESIDENCE	AB
12. DATE YOU BECAME A LEGAL RESIDENT	JANUARY 01, 1961
13. DRIVER'S LICENSE STATE ABBREVIATION	AB
14. DRIVER'S LICENSE NUMBER	A-1234-456-789-012-34
15. CITIZENSHIP STATUS	ELIGIBLE NONCITIZEN
16. ALIEN REGISTRATION NUMBER	123456789
17. MARITAL STATUS	UNMARRIED
18. DATE OF MARITAL STATUS	JANUARY 1961
19. FIRST BACHELOR'S DEGREE BY 7-1-95?	(BLANK)
20. HIGH SCHOOL GRADUATION DATE	JANUARY 1989
21. GED DIPLOMA DATE	JANUARY 1989
22. FATHER'S EDUCATIONAL LEVEL	HIGH SCHOOL
23. MOTHER'S EDUCATIONAL LEVEL	HIGH SCHOOL
24. ENROLLMENT STATUS SUMMER TERM 1995	LESS THAN 1/2 TIME
25. ENROLLMENT STATUS FALL SEM/QTR 1995	LESS THAN 1/2 TIME
26. ENROLLMENT STATUS WINTER QTR 1995-96	LESS THAN 1/2 TIME
27. ENROLLMENT STATUS SPRING SEM/QTR 1996	LESS THAN 1/2 TIME
28. ENROLLMENT STATUS SUMMER TERM 1996	LESS THAN 1/2 TIME
29. COURSE OF STUDY	HOME ECONOMICS
30. TYPE OF DEGREE/CERTIFICATE	BA
31. DATE EXPECT TO RECEIVE DEGREE	(BLANK)
32. GRADE LEVEL IN COLLEGE IN 1995-96	FRESHMAN
33. INTERESTED IN EMPLOYMENT?	(BLANK)
34. INTERESTED IN STUDENT LOANS?	(BLANK)
35. INTERESTED IN PARENT LOANS?	(BLANK)
36. ATTENDING SAME COLLEGE IN 1995-96?	(BLANK)
37. WILL PAY DEPENDENT CARE FOR HOW MANY?	12
38. MONTHLY VA BENEFITS AMOUNT	$ (123 ASSUMED)
39. HOW MANY MONTHS RECEIVE VA BENEFITS?	00
40. BORN BEFORE 1-1-72?	(BLANK)
41. VETERAN OF U.S. ARMED FORCES?	(BLANK)
42. ENROLLED IN GRADUATE PROGRAM 1995-96?	(BLANK)
43. ARE YOU MARRIED?	(BLANK)
44. ORPHAN OR WARD OF COURT?	(BLANK)
45. HAVE DEPENDENTS OTHER THAN SPOUSE?	(BLANK)
46. NUMBER OF FAMILY MEMBERS IN 1995-96	(BLANK)
47. NUMBER IN COLLEGE IN 1995-96	(BLANK)
48. MARITAL STATUS	SEPARATED
49. STATE OF LEGAL RESIDENCE	AB
50. DATE PARENT(S) BECAME LEGAL RESIDENTS	JANUARY 01, 1961
51. NUMBER OF FAMILY MEMBERS IN 1995-96	(BLANK)
52. NUMBER IN COLLEGE IN 1995-96	(BLANK)

53. TYPE OF 1994 TAX FORM USED	COMPLETED 1040/EZ
54. EXEMPTIONS CLAIMED	00
55. ADJUSTED GROSS INCOME FROM IRS FORM	$ (-123,456 ASSUMED)
56. U.S. INCOME TAX PAID	$ (-12,345 ASSUMED)
57. STUDENT'S INCOME EARNED FROM WORK	$ (-123,456 ASSUMED)
58. SPOUSE'S INCOME EARNED FROM WORK	$ (-123,456 ASSUMED)
59. ANNUAL SOCIAL SECURITY BENEFITS	$ (-12,345 ASSUMED)
60. ANNUAL AFDC/ADC	$ (-12,345 ASSUMED)
61. ANNUAL CHILD SUPPORT RECEIVED	$ (-12,345 ASSUMED)
62. OTHER UNTAXED INCOME	$ (-12,345 ASSUMED)
63. 1994 EXCLUSIONS, WORKSHEET #3	$(BLANK)
64. TYPE OF 1994 TAX FORM USED	COMPLETED 1040/EZ
65. EXEMPTIONS CLAIMED	00
66. ADJUSTED GROSS INCOME FROM IRS FORM	$ (-123,456 ASSUMED)
67. U.S. INCOME TAX PAID	$ (-12,345 ASSUMED)
68. FATHER'S INCOME EARNED FROM WORK	$ (-123,456 ASSUMED)
69. MOTHER'S INCOME EARNED FROM WORK	$ (-123,456 ASSUMED)
70. ANNUAL SOCIAL SECURITY BENEFITS	$ (-12,345 ASSUMED)
71. ANNUAL AFDC/ADC	$ (-12,345 ASSUMED)
72. ANNUAL CHILD SUPPORT RECEIVED	$ (-12,345 ASSUMED)
73. OTHER UNTAXED INCOME	$ (-12,345 ASSUMED)
74. 1994 EXCLUSIONS, WORKSHEET #3	$(BLANK)
75. CASH, SAVINGS, AND CHECKING	$ (123,456 ASSUMED)
76. OTHER REAL ESTATE/INVESTMENT VALUE	$ (1,234,567 ASSUMED)
77. OTHER REAL ESTATE/INVESTMENT DEBT	$ (1,234,567 ASSUMED)
78. BUSINESS VALUE	$ (1,234,567 ASSUMED)
79. BUSINESS DEBT	$ (1,234,567 ASSUMED)
80. FARM VALUE	$ (1,234,567 ASSUMED)
81. FARM DEBT	$ (1,234,567 ASSUMED)
82. AGE OF OLDER PARENT	99
83. CASH, SAVINGS, AND CHECKING	$ (123,456 ASSUMED)
84. OTHER REAL ESTATE/INVESTMENT VALUE	$ (1,234,567 ASSUMED)
85. OTHER REAL ESTATE/INVESTMENT DEBT	$ (1,234,567 ASSUMED)
86. BUSINESS VALUE	$ (1,234,567 ASSUMED)
87. BUSINESS DEBT	$ (1,234,567 ASSUMED)
88. FARM VALUE	$ (1,234,567 ASSUMED)
89. FARM DEBT	$ (1,234,567 ASSUMED)
90. FIRST COLLEGE NAME	01234567890123456789012345678901234567890123456
91. FIRST HOUSING STATUS	WITH RELATIVE(S)
92. SECOND COLLEGE NAME	01234567890123456789012345678901234567890123456
93. SECOND HOUSING STATUS	WITH RELATIVE(S)
94. THIRD COLLEGE NAME	01234567890123456789012345678901234567890123456
95. THIRD HOUSING STATUS	WITH RELATIVE(S)
96. FOURTH COLLEGE NAME	01234567890123456789012345678901234567890123456
97. FOURTH HOUSING STATUS	WITH RELATIVE(S)
98. FIFTH COLLEGE NAME	01234567890123456789012345678901234567890123456
99. FIFTH HOUSING STATUS	WITH RELATIVE(S)
100. SIXTH COLLEGE NAME	01234567890123456789012345678901234567890123456
101. SIXTH HOUSING STATUS	WITH RELATIVE(S)
102. SHOULD DATA BE RELEASED TO STATE?	(BLANK)
103. REGISTER YOU FOR SELECTIVE SERVICE?	(BLANK)
104. SIGNED BY?	STUDENT
105. DATE COMPLETED	JANUARY 01, 1994
106. PREPARER'S EIN	REPORTED
107. PREPARER'S SOCIAL SECURITY NUMBER	REPORTED
108. PREPARER'S SIGNATURE	(BLANK)

Student's Use Box EFC: 99999•C SEC.EFC: 99999•C 999-99-9999 XX 99

STATEMENT OF UPDATED INFORMATION

I certify that, as of the date I sign this statement, items 40 through 45 and either 46 and 47 or 51 and 52 reflect any changes that have occurred since I applied, other than any changes caused by a change in marital status.

STATEMENT OF EDUCATIONAL PURPOSE/ CERTIFICATION STATEMENT ON REFUNDS AND DEFAULT

I certify that I do not owe a refund on any grant or loan, am not in default on any loan, and have not borrowed in excess of the loan limits, under Title IV programs, at any institution. I will use all Title IV money received only for expenses related to my study at

_____
(Name of Institution)

STATEMENT OF REGISTRATION STATUS

____ I certify that I am registered with Selective Service

____ I certify that I am not required to be registered with Selective Service because

- ____ I am a female
- ____ I am in the armed services on active duty (Note: Does not apply to members of the Reserves and National Guard who are not on active duty)
- ____ I have not reached my 18th birthday
- ____ I was born before 1960
- ____ I am a resident of the Federated States of Micronesia, or the Marshall Islands, or a permanent resident of the Trust Territory of the Pacific Islands (Palau)

_____ _____
(Student's Signature) (Date)

WARNING: To receive any Title IV financial aid, items indicated in the Statement of Updated Information must be current information, you must complete the Statement of Educational Purpose/Certification Statement on Refunds and Default, and you must be registered with Selective Service, if you are required to register. If you purposely give false or misleading information, you may be subject to a fine of up to $10,000, imprisonment for up to 5 years, or both.

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1995-96 Student Aid Report
Federal Student Aid Programs
Part 1 - Information Summary

xxxxx

OMB No. xxxx-xxxx
Form Approved
Exp. xx-xx-xx

123-45-6789
AB-01 PIN: 9999

IMPORTANT: Read **ALL** information in Part 1 to find out what to do with this Report

(letter continued)

We estimate that it will take you approximately 15-30 minutes to review and complete this SAR. This includes time for reviewing instructions, gathering records and making corrections to your SAR, if needed. If you have any comments regarding this time estimate or suggestion for improving this form, send your comments (NOT THE SAR ITSELF) to the U.S. Department of Education, Information Management and Compliance Division, Washington, D.C. 20202-4651, or to the Office of Management and Budget, Paperwork Reduction Project (1840-0132), Washington, D.C. 20503.

FAA INFORMATION

Agency Source: x
MDE Record Type: x
Record Type: x
Verification Type: xx
Verification Flag: xx

Model: x
Duplicate Copy: x
SysGen: x
Dependency Override: x
Special Handling: x

FAA Adjustment Flag: x
FAA Recalculation Flag: x
Reject Reasons: 01 02 03 04 05 06 07
Electronic Transaction: ESAR
Application Receipt Date: mm/dd/yy

MONTHS:	1	2	3	4	5	6	7	8	9	10	11	12
PRIMARY EFC:	00000	00000	00000	00000	00000	00000	00000	00000	00000	00000	00000	00000
SECONDARY EFC:	00000	00000	00000	00000	00000	00000	00000	00000	00000	00000	00000	00000

INTERMEDIATE COMPUTE VALUES:

TI: 999999999	ATI: 999999999	STX: 999999999	IPA: 999999999	EA: 999999999
AI: 999999999	DNW: 999999999	APA: 999999999	PCA: 999999999	AAI: 999999999
TPC:999999999	TSC: 999999999	APC: 999999999	SIC: 999999999	SCA: 999999999

Auto Zero EFC Flag: X Special Condition Flag: X SNT Flag: X

MATCH FLAGS:
SSN Match Flag: X NSLDS Match Flag: X Selective Service Registration Flag: X
Selective Service Match: X INS Match Flag: X INS Verification #: 9999999999999

COMMENTS: 001 002 003 004 005 006 007 008 009 010 011 012 013 014 015 016 017 018 019 020

R5EDN123456 12345678901 999-99-9999 AB 99

John B. Student
123-45-6789

Part 1 - Information Summary
NSLDS INFORMATION

Pell:
Overpayment Ind. Y

Perkins Schools:
1. XXXXXXXX
2. XXXXXXXX
3. XXXXXXXX

Federal Loan Programs	Net Loan Amount	Grade Level	Begin Date	End Date	Gross Disbursement
Stafford					
Outstanding Bal. $123,456					
Latest Update 05/31/93	$12,345	1ST YEAR	08/31/88	05/31/89	$12,345
Match Code XX	$12,345	2ND YEAR	08/31/89	05/31/90	$12,345
	$12,345	3RD YEAR	08/31/90	05/31/91	$12,345
	$12,345	4TH YEAR	08/31/91	05/31/92	$12,345
	$12,345	4TH YEAR	08/31/91	05/31/92	$12,345
Stafford Unsubsidized					
Outstanding Bal. $123,456					
Latest Update 05/31/93	$12,345	3RD OR MORE GRAD	08/31/92	05/31/93	$12,345
Match Code XX					
PLUS (Student)					
Outstanding Bal. $123,456					
Latest Update 05/31/93	N/A	N/A	N/A	N/A	N/A
Match Code XX					
Consolidated					
Outstanding Bal. $123,456					
Latest Update 05/31/93	N/A	N/A	N/A	N/A	N/A
Match Code XX					
Perkins (Undergraduate)					
Outstanding Bal. $123,456					
Latest Update 05/31/93	N/A	N/A	N/A	N/A	N/A
Match Code XX					
Perkins (Graduate)					
Outstanding Bal. $123,456					
Latest Update 05/31/93	N/A	N/A	N/A	N/A	N/A
Match Code XX					
National Direct (Undergraduate)					
Outstanding Bal. $123,456					
Latest Update 05/31/93	N/A	N/A	N/A	N/A	N/A
Match Code XX					
National Direct (Graduate)					
Outstanding Bal. $123,456					
Latest Update 05/31/93	N/A	N/A	N/A	N/A	N/A
Match Code XX					
National Defense (Undergraduate)					
Outstanding Bal. $123,456					
Latest Update 05/31/93	N/A	N/A	N/A	N/A	N/A
Match Code XX					
Expanded Loan Option (Undergraduate)					
Outstanding Bal. $123,456					
Latest Update 05/31/93	N/A	N/A	N/A	N/A	N/A
Match Code XX					

ADDITIONAL RECORDS EXIST. CONTACT NSLDS.

R5EDN123456 12345678901

999-99-9999 AB 99

1995-96 Student Aid Report
Federal Student Aid Programs
Part 2 - Information Review Form

XXXXX

OMB No. xxxx-xxxx
Form Approved
Exp. xx-xx-xx

Processed: 03-17-92
EFC: 99999*C
BA DEG REC'D

- Pay special attention to any items in **BOLDFACE TYPE**; they may need to be corrected.
- To correct an item, print the correct answer in the "The correct answer is" column.
- To delete an answer in the "You Told Us" column, draw a line through it.
- Use the code information on the last page of Part 2 if you need to correct items 24-28 and/or 32.
- If you make corrections, send **BOTH pages of Part 2** to the address on the last page of Part 2. **Do not attach tax or any other forms.**

123-45-6789
AB-01 PIN: 9999

We asked for	You told us		The correct answer is
A. You (the student)			
1. Last Name	ABCDEFGHIJKLMNOP	1	
2. First Name	ABCDEFGHI	2	
3. Middle Initial	A	3	
4. Permanent Street Address	1234 ABCDEFGHIJKLMNOPQ	4	
5. City	ABCDEFGHIJKLMNOP	5	
6. State Abbreviation	AB	6	
7. ZIP Code	123456	7	
8. SOCIAL SECURITY NUMBER	**123-45-6789**	8	
9. Date of Birth	JANUARY 01, 1961	9	MM-DD-YY
10. Permanent Home Phone Number	(999) 999-9999	10	
11. State of Legal Residence	AB	11	
12. Date You Became a Legal Resident	JANUARY 01, 1961	12	MM-DD-YY
13. Driver's License State Abbreviation	AB	13	
14. Driver's License Number	A-1234-456-789-012-34	14	
15. Citizenship Status	ELIGIBLE NONCITIZEN	15	
16. Alien Registration Number	123456789	16	A
17. Marital Status	UNMARRIED	17	
18. Date of Marital Status	JANUARY 1961	18	MM-YY
19. First Bachelor's Degree by 7-1-95?	(BLANK)	19	☐ Yes ☐ No
B. Education Background			
20. High School Graduation Date	JANUARY 1989	20	MM-YY
21. GED Diploma Date	JANUARY 1989	21	MM-YY
22. Father's Educational Level	HIGH SCHOOL	22	
23. Mother's Educational Level	HIGH SCHOOL	23	
C. Your Plans			
24. Enrollment Status Summer Term 1995	LESS THAN 1/2 TIME	24	<--Enter Code
25. Enrollment Status Fall Sem/Qtr 1995	LESS THAN 1/2 TIME	25	<--Enter Code
26. Enrollment Status Winter Qtr 1995-96	LESS THAN 1/2 TIME	26	<--Enter Code
27. Enrollment Status Spring Sem/Qtr 1996	LESS THAN 1/2 TIME	27	<--Enter Code
28. Enrollment Status Summer Term 1996	LESS THAN 1/2 TIME	28	<--Enter Code
29. Course of Study	HOME ECONOMICS	29	DO NOT CORRECT
30. Type of Degree/Certificate	BA	30	DO NOT CORRECT
31. Date Expect to Receive Degree	(BLANK)	31	MM-DD-YY
32. Grade Level in College in 1995-96	FRESHMAN	32	<--Enter Code
33. Interested in Employment?	(BLANK)	33	☐ Yes ☐ No
34. Interested in Student Loans?	(BLANK)	34	☐ Yes ☐ No
35. Interested in Parent Loans?	(BLANK)	35	☐ Yes ☐ No
36. Attending Same College in 1995-96?	(BLANK)	36	☐ Yes ☐ No
37. Will Pay Dependent Care For How Many?	12	37	
38. Monthly VA Benefits Amount	$ 123	38	$ 00
39. How Many Months Receive VA Benefits?	00	39	

R5EDN123456 12345678901

999-99-9999 AB 99

We asked for	You told us	The correct answer is

D. Student Status

40. Born Before 1-1-72?	(BLANK)	40	☐ Yes ☐ No
41. Veteran of U.S. Armed Forces?	(BLANK)	41	☐ Yes ☐ No
42. Enrolled in Graduate Program 1995-96?	(BLANK)	42	☐ Yes ☐ No
43. Are You Married?	(BLANK)	43	☐ Yes ☐ No
44. Orphan or Ward of Court?	(BLANK)	44	☐ Yes ☐ No
45. Have Dependents Other Than Spouse?	(BLANK)	45	☐ Yes ☐ No

E. Household Information

Student (and Spouse)

46. Number of Family Members in 1995-96	(BLANK)	46	
47. Number in College in 1995-96	(BLANK)	47	

Parents

48. Marital Status	SEPARATED	48	
49. State of Legal Residence	AB	49	
50. Date Parent(s) Became Legal Residents	JANUARY 01, 1961	50	- - MM-DD-YY
51. Number of Family Members in 1995-96	(BLANK)	51	
52. Number in College in 1995-96	(BLANK)	52	

F. 1994 Income, Earnings, and Benefits

Student (and Spouse)

Codes for Type of 1994 Tax Form Used (Items 53 and 64):
1 - Completed 1994 IRS 1040A or 1040EZ
2 - Completed 1994 IRS 1040
3 - Estimated 1994 IRS 1040A or 1040EZ
4 - Estimated 1994 IRS 1040
5 - Will Not File a 1994 U.S. Income Tax Return

53. Type of 1994 Tax Form Used	COMPLETED 1040/EZ	53	<--Enter Code From Above
54. Exemptions Claimed	00	54	
55. Adjusted Gross Income From IRS Form	$ 123,456 (-123,456 ASSUMED)	55	$ .00
56. U.S. Income Tax Paid	$ 12,345 (-12,345 ASSUMED)	56	$ .00
57. Student's Income Earned From Work	$ 123,456 (-123,456 ASSUMED)	57	$ .00
58. Spouse's Income Earned From Work	$ 123,456 (-123,456 ASSUMED)	58	$ .00
59. Annual Social Security Benefits	$ 12,345 (-12,345 ASSUMED)	59	$ .00
60. Annual AFDC/ADC	$ 12,345 (-12,345 ASSUMED)	60	$ .00
61. Annual Child Support Received	$ 12,345 (-12,345 ASSUMED)	61	$ .00
62. Other Untaxed Income	$ 12,345 (-12,345 ASSUMED)	62	$ .00
63. 1994 Exclusions, Worksheet #3	$ (BLANK)	63	$ .00

Parents

64. Type of 1994 Tax Form Used	COMPLETED 1040/EZ	64	<--Enter Code From Above
65. Exemptions Claimed	00	65	
66. Adjusted Gross Income From IRS Form	$ 123,456 (-123,456 ASSUMED)	66	$ .00
67. U.S. Income Tax Paid	$ 12,345 (-12,345 ASSUMED)	67	$ .00
68. Father's Income Earned From Work	$ 123,456 (-123,456 ASSUMED)	68	$ .00
69. Mother's Income Earned From Work	$ 123,456 (-123,456 ASSUMED)	69	$ .00
70. Annual Social Security Benefits	$ 12,345 (-12,345 ASSUMED)	70	$ .00
71. Annual AFDC/ADC	$ 12,345 (-12,345 ASSUMED)	71	$ .00
72. Annual Child Support Received	$ 12,345 (-12,345 ASSUMED)	72	$ .00
73. Other Untaxed Income	$ 12,345 (-12,345 ASSUMED)	73	$ .00
74. 1994 Exclusion, Worksheet #3	$ (BLANK)	74	$ .00

Part 2 (your Information Review Form) is continued on the following page. Please refer to the instructions on the front of Part 2 when reviewing the rest of your information. If you make corrections, send BOTH pages of Part 2 to the address next to the Certification statement at the end of Part 2.

999-99-9999 AB 99

XXXXX

OMB No xxxx-xxxx
Form Approved
Exp xx-xx-xx

Processed: 03-17-92
EFC: $9999•C

1995-96 Student Aid Report
Federal Student Aid Programs
Part 2 - Information Review Form

CONTINUED

Continue reviewing this form as instructed on the previous page.
Be sure to read the information on the back of this page.

123-45-6789
AB-01 PIN: 9999

We asked for	You told us		The correct answer is
G. Asset Information			
Student (and Spouse)			
75. Cash, Savings, and Checking	$ -123,456 (123,456 ASSUMED)	75	$ .00
76. Other Real Estate/Investment Value	$ -1,234,567 (1,234,567 ASSUMED)	76	$ .00
77. Other Real Estate/Investment Debt	$ -1,234,567 (1,234,567 ASSUMED)	77	$ .00
78. Business Value	$ -1,234,567 (1,234,567 ASSUMED)	78	$ .00
79. Business Debt	$ -1,234,567 (1,234,567 ASSUMED)	79	$ .00
80. Farm Value	$ -1,234,567 (1,234,567 ASSUMED)	80	$ .00
81. Farm Debt	$ -1,234,567 (1,234,567 ASSUMED)	81	$ .00
Parents			
82. Age of Older Parent	99	82	
83. Cash, Savings, and Checking	$ -123,456 (123,456 ASSUMED)	83	$ .00
84. Other Real Estate/Investment Value	$ -1,234,567 (1,234,567 ASSUMED)	84	$ .00
85. Other Real Estate/Investment Debt	$ -1,234,567 (1,234,567 ASSUMED)	85	$ .00
86. Business Value	$ -1,234,567 (1,234,567 ASSUMED)	86	$ .00
87. Business Debt	$ -1,234,567 (1,234,567 ASSUMED)	87	$ .00
88. Farm Value	$ -1,234,567 (1,234,567 ASSUMED)	88	$ .00
89. Farm Debt	$ -1,234,567 (1,234,567 ASSUMED)	89	$ .00

Housing Status Codes (items 91, 93, 95, 97, 99, and 101):
1 - On-Campus 3 - With Parent(s)
2 - Off-Campus 4 - With Relative(s) other than Parent(s)

H. Releases and Signatures			
90. First College Name	ABCDEFGHIJKLMNOPQRSTUVWXYZ0123456789	90	
College City and State	ABCDEFGHIJKLMNOPQRSTUVWXYZ0123456789		
91. First Housing Status	WITH RELATIVE(S)	91	<--Enter Code From Above
92. Second College Name	ABCDEFGHIJKLMNOPQRSTUVWXYZ0123456789	92	
College City and State	ABCDEFGHIJKLMNOPQRSTUVWXYZ0123456789		
93. Second Housing Status	WITH RELATIVE(S)	93	<--Enter Code From Above
94. Third College Name	ABCDEFGHIJKLMNOPQRSTUVWXYZ0123456789	94	
College City and State	ABCDEFGHIJKLMNOPQRSTUVWXYZ0123456789		
95. Third Housing Status	WITH RELATIVE(S)	95	<--Enter Code From Above
96. Fourth College Name	ABCDEFGHIJKLMNOPQRSTUVWXYZ0123456789	96	
College City and State	ABCDEFGHIJKLMNOPQRSTUVWXYZ0123456789		
97. Fourth Housing Status	WITH RELATIVE(S)	97	<--Enter Code From Above
98. Fifth College Name	ABCDEFGHIJKLMNOPQRSTUVWXYZ0123456789	98	
College City and State	ABCDEFGHIJKLMNOPQRSTUVWXYZ0123456789		
99. Fifth Housing Status	WITH RELATIVE(S)	99	<--Enter Code From Above
100. Sixth College Name	ABCDEFGHIJKLMNOPQRSTUVWXYZ0123456789	100	
College City and State	ABCDEFGHIJKLMNOPQRSTUVWXYZ0123456789		
101. Sixth Housing Status	WITH RELATIVE(S)	101	<--Enter Code From Above
102. Should Data Be Released To State?	(BLANK)	102	☐ Yes ☐ No
103. Register You For Selective Service?	(BLANK)	103	☐ Yes
104. Signed By?	STUDENT	104	DO NOT CORRECT
105. DATE COMPLETED	**JANUARY 01, 1994**	105	
106. Preparer's EIN	REPORTED	106	-
107. Preparer's Social Security Number	REPORTED	107	- -
108. Preparer's Signature	(BLANK)	108	

APPLICATION RECEIPT DATE: MM/DD/YY

R5EDN123456 12345678901

999-99-9999 AB 99

BEST COPY AVAILABLE

IF YOU MADE NO CHANGES

- complete the STUDENT'S USE BOX on Part 1 of your SAR
- submit ALL parts of your SAR to the school you plan to attend. Do NOT send your SAR to either address given on this page.

IF YOU NEED ANOTHER COPY OF YOUR SAR

- write to:

- include your name, social security number and signature.

IF YOU MADE CHANGES

- read and sign the Certification statement to the right
- send BOTH pages of Part 2 to:

DRAFT

CERTIFICATION

All of the information on this SAR is true and complete to the best of my knowledge. If I am asked, I agree to give proof that my information is correct. This proof might include a copy of the 1994 U.S. Income Tax Form filed by me or my family. I understand that if I purposely give false or misleading information on this SAR, I may be subject to a $10,000 fine, a prison sentence, or both.

Everyone whose information is given on this form should sign below. The student (and at least one parent, if parental information is given), must sign below or this form will be returned unprocessed.

[1] STUDENT _____ Date _____

[2] STUDENT'S SPOUSE _____ Date _____

[3] FATHER/STEPFATHER _____ Date _____

[4] MOTHER/STEPMOTHER _____ Date _____

HELPFUL HINTS:

Read all the comments on Part 1 of your SAR. They will help you correct any information we had questions about when we processed your financial aid application. Review ALL the items on Part 2 of your SAR to make sure that the information is correct. Follow the instructions at the top of Part 2 and that appear in the comments on Part 1 of your SAR.

If you don't know how to answer a question, want further assistance correcting your SAR, or do not understand what to do, refer to an application instruction booklet. Otherwise, contact the financial aid office at the school you plan to attend.

If you need to make corrections or respond to boldface items, contact your financial aid office to determine if your school can submit these corrections electronically. Electronic processing is faster.

Do not send any documentation (including tax forms) to the address next to the certification. This documentation will be discarded. If your financial aid administrator (FAA) requests documentation, send it with your SAR to the financial aid office.

1994 Other Untaxed Income and Benefits (questions 62 and 73): you should include any untaxed income and benefits not reported elsewhere on the application. Some examples are Earned Income Credit, deductible IRA and/or Keogh payments, and tax-deferred pension and savings plans. (See application instruction booklet Worksheet #2, page 11.)

1994 Exclusions from Worksheet #3 (questions 63 and 74): you should include portions of grants and scholarships reported on your tax return; earnings from Federal Work-Study or need-based work programs; National and Community Service Act living allowances; and child support PAID. (See application instruction booklet, Worksheet #3, page 12.)

CODES FOR QUESTIONS 24-28. ENROLLMENT STATUS
1 - Full time
2 - 3/4 time
3 - 1/2 time
4 - Less than 1/2 time
5 - Not enrolled

CODES FOR QUESTION 32. GRADE LEVEL IN COLLEGE IN 1995-96
01 - 1st year/never attended college
02 - 1st year/attended college before
03 - 2nd year/sophomore
04 - 3rd year/junior
05 - 4th year/senior
06 - 5th year/other undergraduate
07 - 1st year graduate/professional
08 - 2nd year graduate/professional
09 - 3rd year graduate/professional
10 - Beyond 3rd year graduate/professional

FOR YOUR INFORMATION:

We estimate that it will take you approximately 30-45 minutes to review and complete this SAR. This includes time for reviewing instructions, gathering records, and making corrections to your SAR, if needed. If you have comments about this estimate or suggestions for improving the SAR, send your comments (NOT THE SAR!) to the U.S. Department of Education, Information Management and Compliance Division, Washington DC 20202-4651, or to the Office of Management and Budget, Paperwork Reduction Project (1840-0132), Washington, DC 20503.

WARNING: As more fully set forth in Section 5301 of the Anti-Drug Abuse Act of 1988, if you are convicted of drug distribution or possession, your eligibility for Title IV student financial aid is subject to suspension or termination.

If you have special circumstances (such as natural disaster, partial or complete loss of employment, death in the family, or loss of untaxed income) that might affect the amount you/your family are expected to contribute toward your education, see your FAA.

If you are borrowing under the FFEL or the Federal Direct Student Loan program, contact your financial aid administrator to find out about limits on the amount you may borrow each academic year.

School Use Only

FAA Recalculated EFC ☐☐☐☐ | FAA EFC Adjustment ☐☐☐☐ Adjusted EFC Calculation Requested ☐ | D/O 1☐ 2☐

Title IV Institution No. ☐☐☐☐☐☐ FAA Signature[1] _____

1995 - 96 Student Aid Report

Part 3 - Federal Pell Grant Payment Voucher

XXXXX

- FOR SCHOOL USE ONLY -

Do not staple, tear, or paper clip this form

FORM APPROVED
OMB NO xxxx-xxxx
Expiration Date xx-xx-xx

ABCDEFGHI J. ABCDEFGHIJKLMNOP
1234 ABCDEFGHIJKLMNOPQRSTUV
ABCDEFGHIJKLMNOPQ AB 12345

SSN 123-45-6789
DOB 01-01-61
EFC 0979*C

TRANSACTION 01 PIN 9999
PROCESSED 03-17-93
SERIAL R5EDN123456

COMMENTS REGARDING PAYMENT DATA:

FOR SCHOOL USE ONLY - SCHOOL CERTIFICATION

I certify that payments to this student are correct according to the Federal Pell Grant Program regulations and statutes, instructions in the Federal Student Financial Aid Handbook, and the 1995-96 Payment Schedule.

I further certify that the student is making satisfactory academic progress in an eligible program, has signed a Statement of Updated Information, a Statement of Educational Purpose/Certification Statement on Refunds and Default, a Statement of Registration Status (if required), and has provided any documents for verification (if required).

I believe that the data supplied by the student, from which the Student Aid Report was produced, are accurate. I understand that my school is liable for incorrect payments made to the student, and that if I knowingly make false or misleading statements on this report, I am subject to a fine of up to $10,000, imprisonment for up to 5 years, or both, under provisions of the United States Criminal Code (including 18 U.S.C. 1001).

SIGNED BY_____ DATE _____

SCHOOL NAME_____

CITY_____ STATE _____

Part 3-Payment Voucher (to be completed by the school)

1 PELL INSTITUTION ID OF CAMPUS ATTENDED

099999 ☐ Yes

2 ACADEMIC CALENDAR

- ☐ 1 Credit hour (nonstandard term)
- ☐ 2 Quarter
- ☐ 3 Semester
- ☐ 4 Trimester
- ☐ 5 Clock hour
- ☐ 6 Credit hour without terms

3 COST OF ATTENDANCE (Dollars Only)

A. Standard OR B. Individual

- ☐ A
- ☐ B
- ☐ C
- ☐ D
- ☐ E
- ☐ F
- ☐ G
- ☐ H
- ☐ I
- ☐ J

4 VERIFICATION STATUS

- ☐ N Not selected
- ☐ A Accurate
- ☐ W Without documentation
- ☐ T Tolerance
- ☐ C Calculated
- ☐ R Reprocessed
- ☐ S Selected, not verified

5 TERM PROGRAMS ONLY

A. Enrollment Status

- ☐ 1 Full-time
- ☐ 2 Half-time
- ☐ 3 Three-quarter time
- ☐ 4 Other
- ☐ 5 Less than half-time

CLOCK HOUR PROGRAMS, OR CREDIT HOUR PROGRAMS WITHOUT TERMS

B. Hours/Credits expected to complete - Paid from this award year

C. Hours/Credits in program's academic year definition

TERM AND NONTERM PROGRAMS NOT USING FORMULA 1

D. Weeks enrolled in this award year

E. Weeks in program's academic year

ALL PROGRAMS

F. PAYMENT METHODOLOGY

- ☐ 1 Formula 1
- ☐ 2 Formula 2
- ☐ 3 Formula 3
- ☐ 4 Formula 4
- ☐ 5 Formula 5
- ☐ 6 Other

6 AMOUNT PAID TO DATE

7 REMAINING AMOUNT TO BE PAID

☐ M More Than a Full Academic Year

8 MONTHS IN WHICH REMAINING PAYMENTS WILL BE MADE

Number

- ☐ Jul
- ☐ Aug
- ☐ Sep
- ☐ Oct
- ☐ Nov
- ☐ Dec
- ☐ Jan
- ☐ Feb
- ☐ Mar
- ☐ Apr
- ☐ May
- ☐ Jun

9 DATE ENROLLED THIS AWARD YEAR

- ☐ Jul
- ☐ Aug
- ☐ Sep
- ☐ Oct
- ☐ Nov
- ☐ Dec
- ☐ Jan
- ☐ Feb
- ☐ Mar
- ☐ Apr
- ☐ May
- ☐ Jun

☐ 1995
☐ 1996

10 SECONDARY EFC USED

9999

- ☐ 6 Secondary
- ☐ 1 Original

11 INCARCERATED

☐ Y Yes ☐ N No

If Yes, state where the student's correctional facility is located

ABCDEFGHI J ABCDEFGHIJKLMNOPQ
12345 ABCDEFGHIJKLMNOPQRSTUV
ABCDEFGHIJKLMNOPQ AB 12345

100011906 SA 03 0979*C

MAKE NO MARKS IN THIS BOX

100011906SA1901030979 0

Session 6 - Completing the 1995-96 Free Application for Federal Student Aid (FAFSA)

OVERVIEW

A. Introduction to the 1995-96 Free Application for Federal Student Aid (FAFSA)
   1. The Instructions and Worksheets
   2. The Application Form

B. Review of the 1995-96 FAFSA
   1. Section A: You (the student)
   2. Section B: Education Background
   3. Section C: Your Plans
   4. Section D: Student Status
   5. Section E: Household Information
   6. Section F: 1994 Income, Earnings, and Benefits
   7. Section G: Asset Information
   8. Section H: Releases and Signatures
   9. Section I: Preparer's Use Only

C. Case Study: Completing the 1995-96 FAFSA

MAIN OBJECTIVES

- You will be able to identify all sections of the 1995-96 Free Application for Federal Student Aid (FAFSA).
- You will be able to correctly complete a 1995-96 FAFSA for a case study.

A. INTRODUCTION TO THE 1995-96 FREE APPLICATION FOR FEDERAL STUDENT AID (FAFSA)

1. The Instructions and Worksheets

You have been provided with a separate copy of the 1995-96 FAFSA and instructions.

The instructions contain the answers to *many* commonly asked questions. Remind students to read the instructions very carefully.

BEST COPY AVAILABLE

2. The Application Form

The actual form is usually between pages 6 and 7 of the FAFSA instructions.

B. REVIEW OF THE 1995-96 FAFSA

Part III of the *Counselor's Handbook for High Schools* (1995-96) reviews each section of the FAFSA.

1. Section A: You (the student)

Questions 1 through 19 collect personal identifying information on a student.

- A student must have a Social Security Number to apply for federal financial assistance. If a student fails to fill in his or her Social Security Number, the FAFSA will be returned to the student unprocessed.
- A student must give his or her permanent home mailing address, not a school or office address.
- A student who checks the "yes" box in Question 19, "Will you have your first bachelor's degree before July 1, 1995?", will not be considered for a Federal Pell Grant or FSEOG.

2. Section B: Education Background

Questions in this section ask for the date a student received a high school diploma or GED and information about the parents' education.

3. Section C: Your Plans

The questions a student answers in this section help aid administrators make better financial aid packaging decisions. It provides information about the student's year-rank in college, enrollment status, program type and length, and preference for types of aid.

4. Section D: Student Status

This section is intended to determine a student's status—should the student be classified as a dependent student or independent student?

- A dependent student gives information about himself or herself in the **white areas** and about his or her parents in the **yellow areas**.

- An independent student gives information only about himself or herself and about his or her spouse by filling out the **white areas** and **gray areas**.

5. Section E: Household Information

Questions in this section collect household information about a student's family. A dependent student and his or her parents must fill out the **yellow area**.

A parent, for purposes of completing the FAFSA, includes:

- an adoptive parent;
- a legal guardian; *and*
- a stepparent.

6. Section F: 1994 Income, Earnings, and Benefits

Questions 53 through 63 collect financial information for all students (and, if applicable, their spouses).

Questions 64 through 74 collect financial information for parents of dependent students.

7. Section G: Asset Information

A student and/or parent(s) must complete Worksheet A and Worksheet B in the instructions to determine if the student will qualify for the Simplified Needs Test.

A dependent student qualifies for the Simplified Needs Test when:

- the student and his or her parents have not filed and will not file an IRS Form 1040; *or*

- the student and his or her parents are not required to file an IRS Form 1040; *and*

- the parents' income is less than $50,000.

An independent student qualifies for the Simplified Needs Test when:

- the student (and spouse, if applicable) has not filed and will not file an IRS Form 1040; *or*

- the student (and spouse, if applicable) is not required to file an IRS Form 1040; *and*

- the student's (or the couple's) income is less than $50,000.

A student who **does not** qualify for the Simplified Needs Test must complete Section G.

This section collects information on personal assets or any real estate or investments that exist as of the date the FAFSA is signed.

8. Section H: Information Release

This section collects information on up to six colleges a student might attend in 1995-96; the FAFSA information automatically will be sent to these colleges. It also asks for a student's permission to send the data to the financial aid agencies in his or her state, asks permission to register the student with the Selective Service, and collects the date and signature of the student, spouse, if applicable, and parent(s).

9. Section I: Preparer's Use Only

This section should be completed only if someone other than the student, the student's spouse, or the student's parents prepared the FAFSA. Providing guidance on how to fill out the FAFSA is not the same as preparing it.

C. CASE STUDY: COMPLETING THE 1995-96 FAFSA

Basic Information on Marie Jackson:

Marie is one of four children and was born on June 25, 1977. She and her family have been legal residents of Virginia since November 4, 1991 and are U.S. citizens. Her brother is a full-time student at the local community

college. Marie will receive her high school diploma in June 1995. Her parents are also high school graduates.

Since Marie did not have any income in 1994, she did not file taxes.

Marie's parents are married, and the only income they received in 1994 was what they reported on their 1994 IRS Form 1040A.

- They reported six (6) exemptions on the form.
- Their Adjusted Gross Income (AGI) was $22,261, and they paid $369 in taxes. Marie's father earned $8,566 from work; her mother earned $13,695.

Marie lives with her parents at 3308 Smithfield Court, Fairfax, Virginia 22022, and she plans to reside there while she attends college. Marie plans to attend school full time at Woodrow Wilson University (1000 Johnson Boulevard, Arlington, Virginia).

- The school code is 999999.
- She will be in the first year of a four-year program leading to a bachelor's degree in Business Administration.
- Marie plans to attend fall and spring semesters and expects to complete her degree in June 1999.
- Marie's Social Security Number is 999-99-9999 and her home telephone number is 703-111-0000.
- Marie does not have a driver's license.

Marie would like to be considered for work-study and student loans, as well as grants.

Free Application for Federal Student Aid
1995-96 School Year

WARNING: If you purposely give false or misleading information on this form, you may be fined $10,000, sent to prison, or both.

"You" and "your" on this form always mean the student who wants aid.

FFFFF

Form Approved OMB No. 1840-0110 Exp. Exp. 6/30/96

U.S. Department of Education
Student Financial Assistance Programs

Section A: You (the student)

1–3. Your name: Jackson (1. Last) | Marie (2. First) | (3. MI)

Your title (optional): Mr. ☐1 Miss, Mrs., or Ms. ☐2

4–7. Your permanent mailing address (*All mail will be sent to this address. See Instructions, page 2 for state/country abbreviations.*)
3208 Smithfield Court (4. Number and street (Include apt. no.))
Fairfax (5. City) | VA (6. State) | 22022 (7. ZIP code)

8. Your social security number (*Don't leave blank. See Instructions, page 2.*) 999-99-9999

9. Your date of birth: 06 (Month) 25 (Day) 71 (Year)

10. Your permanent home telephone number: 703-111-0000 (Area code)

11. Your state of legal residence: VA (State)

12. Date you became a legal resident of the state in question 11 (*See Instructions, page 2.*): 11 (Month) 04 (Day) 91 (Year)

13–14. Your driver's license number (*Include the state abbreviation. If you don't have a license, write in "None."*)
(State)

15–16. Are you a U.S. citizen? (*See Instructions, pages 2 & 3.*)
- Yes, I am a U.S. citizen. ☒1
- No, but I am an eligible noncitizen. ☐2 — A
- No, neither of the above. ☐3

17. As of today, are you married? (*Check only one box.*)
- I am not married. (I am single, widowed, or divorced.) ☒1
- I am married. ☐2
- I am separated from my spouse. ☐3

18. Date you were married, separated, divorced, or widowed. If divorced, use date of divorce or separation, whichever is earlier. (Month) (Year)

19. Will you have your first bachelor's degree before July 1, 1995? Yes ☐1 No ☒2

Section B: Education Background

20–21. Date that you (the student) received, or will receive, your high school diploma, either—
- by graduating from high school: 06 (Month) 95 (Year)

OR
- by earning a GED: (Month) (Year)

(*Enter **one** date. Leave blank if the question does not apply to you.*)

22–23. Highest educational level or grade level completed by your father and your mother (*Check one box for each parent. See Instructions, page 3.*)

	22. Father	23. Mother
elementary school (K–8)	☐1	☐1
high school (9–12)	☒2	☒2
college or beyond	☐3	☐3
unknown	☐4	☐4

Section C: Your Plans *Answer these questions about your college plans.*

24–28. Your expected enrollment status for the 1995-96 school year *(See Instructions, page 3.)*

School term	Full time	3/4 time	1/2 time	Less than 1/2 time	Not enrolled
24. Summer term '95	☐ 1	☐ 2	☐ 3	☐ 4	☒ 5
25. Fall semester/qtr. '95	☒ 1	☐ 2	☐ 3	☐ 4	☐ 5
26. Winter quarter '95-96	☐ 1	☐ 2	☐ 3	☐ 4	☒ 5
27. Spring semester/qtr. '96	☒ 1	☐ 2	☐ 3	☐ 4	☐ 5
28. Summer term '96	☐ 1	☐ 2	☐ 3	☐ 4	☒ 5

29. Your course of study *(See Instructions, page 3.)* 04

30–31. College degree/certificate you expect to receive and the date you expect to receive it *(See Instructions, page 3.)*

30. Degree/certificate 4

31. Date 06 (Month) 01 (Day) 99 (Year)

32. Your grade level during the 1995-96 school year *(Check only one.)*

1st yr./never attended college	☒ 1	5th year/other undergraduate	☐ 6
1st yr./attended college before	☐ 2	1st year graduate/professional	☐ 7
2nd year/sophomore	☐ 3	2nd year graduate/professional	☐ 8
3rd year/junior	☐ 4	3rd year graduate/professional	☐ 9
4th year/senior	☐ 5	Beyond 3rd year graduate/professional	☐ 0

33–35. In addition to grants, what other types of financial aid are you (and your parents) interested in? *(See Instructions, page 3.)*

33. Student employment Yes ☒ 1 No ☐ 2

34. Student loans Yes ☒ 1 No ☐ 2

35. Parent loans for students Yes ☐ 1 No ☐ 2

36. If you are (or were) in college, do you plan to attend **that same college** in 1995-96?

Yes ☐ 1 No ☐ 2

37. For how many dependents will you pay child care or elder care expenses in 1995-96? 0

38–39. Veterans education benefits you expect to receive from July 1, 1995 through June 30, 1996

38. Amount per month $ 0 .00

39. Number of months

Section D: Student Status

	Yes	No
40. Were you born **before** January 1, 1972?	☐ 1	☒ 2
41. Are you a veteran of the U.S. Armed Forces?	☐ 1	☒ 2
42. Will you be enrolled in a graduate or professional program (beyond a bachelor's degree) in 1995-96?	☐ 1	☒ 2
43. Are you married?	☐ 1	☒ 2
44. Are you an orphan or a ward of the court, or were you a ward of the court until age 18?	☐ 1	☒ 2
45. Do you have legal dependents (**other than** a spouse) that fit the definition in Instructions, page 4?	☐ 1	☒ 2

If you answered "Yes" to any question in Section D, go to Section E and fill out the GRAY and the WHITE areas on the rest of this form.

If you answered "No" to every question in Section D, go to Section E and fill out the YELLOW and the WHITE areas on the rest of this form.

Section E: Household Information

If you are filling out the GRAY and WHITE areas, answer questions 46 and 47 and go to Section F.

If you are filling out the YELLOW and WHITE areas, skip questions 46 and 47. Answer questions 48 through 52 about your parents, and then go on to Section F.

STUDENT (& SPOUSE)

46. Number in your household in 1995-96 (Include yourself and your spouse. Do not include your children and other people unless they meet the definition in Instructions, page 4.)

47. Number of college students in household in 1995-96 (Of the number in 46, how many will be in college at least half-time in at least one term? Include yourself. *See Instructions, page 4.*)

PARENT(S)

48. Your parents' **current** marital status:

single ☐ 1 married ☒ 2 separated ☐ 3 divorced ☐ 4 widowed ☐ 5

49. Your parents' state of legal residence VA (State)

50. Date your parent(s) became legal resident(s) of the state in question 49 *(See Instructions, page 5.)* 11 (Month) 04 (Day) 91 (Year)

51. Number in your parents' household in 1995-96 (Include yourself and your parents. Do not include your parents' other children and other people unless they meet the definition in Instructions, page 5.) 06

52. Number of college students in household in 1995-96 (Of the number in 51, how many will be in college at least half-time in at least one term? Include yourself. *See Instructions, page 5.*) 2

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Section F: 1994 Income, Earnings, and Benefits

Everyone must fill out the Student (& Spouse) column.

You must see Instructions, page 5, for information about tax forms and tax filing status. The instructions will tell you what income and benefits should be reported in this section.

	STUDENT (& SPOUSE)	PARENT(S)
53. / 64. The following 1994 U.S. income tax figures are from:	*(Check only one.)*	*(Check only one.)*
A—a completed 1994 IRS Form 1040A or 1040EZ	☐ 1	☒ 1
B—a completed 1994 IRS Form 1040	☐ 2	☐ 2
C—an estimated 1994 IRS Form 1040A or 1040EZ	☐ 3	☐ 3
D—an estimated 1994 IRS Form 1040	☐ 4	☐ 4
E—will not file a 1994 U.S. income tax return	☒ 5	☐ 5
1994 Total number of exemptions (Form 1040-line 6e, or 1040A-line 6e; 1040EZ filers—*see Instructions, page 6.*)	54. 0,0	65. 0,6
1994 Adjusted Gross Income (AGI-Form 1040-line 31, 1040A-line 16, or 1040EZ-line 3—*see Instructions, page 6.*)	55. $ 0 .00	66. $ 22,261 .00
1994 U.S. income tax **paid** (Form 1040-line 46, 1040A-line 25, or 1040EZ-line 9)	56. $ 0 .00	67. $ 369 .00
1994 Income earned from work	Student 57. $ 0 .00	Father 68. $ 8,566 .00
1994 Income earned from work	Spouse 58. $ 0 .00	Mother 69. $ 13,695 .00

TAX FILERS ONLY

1994 Untaxed income and benefits (yearly totals only)

Social security benefits	59. $ 0 .00	70. $ 0 .00
Aid to Families with Dependent Children (AFDC or ADC)	60. $ 0 .00	71. $ 0 .00
Child support received for all children	61. $ 0 .00	72. $ 0 .00
Other untaxed income and benefits, from Worksheet #2, page 11	62. $ 0 .00	73. $ 0 .00
1994 Exclusions from Worksheet #3, page 12.	63. $ 0 .00	74. $ 0 .00

ATTENTION

Section G: Asset Information

Be sure that you completed Worksheet A or Worksheet B in Instructions, page 7. If you meet certain tax filing and income conditions, you do not have to complete Section G to apply for Federal student aid. However, some states and colleges may require you to complete Section G.

	STUDENT (& SPOUSE)	PARENT(S)
		82. Age of your older parent ☐☐
Cash, savings, and checking accounts	75. $ .00	83. $ .00
Other real estate and investments value *(Don't include the home.)*	76. $ .00	84. $ .00
Other real estate and investments debt *(Don't include the home.)*	77. $ .00	85. $ .00
Business value	78. $ .00	86. $ .00
Business debt	79. $ .00	87. $ .00
Farm value *(See Instructions, page 8.)*	80. $ .00	88. $ .00
Farm debt *(See Instructions, page 8.)*	81. $ .00	89. $ .00

Section H: Releases and Signatures

90–101. What college(s) do you plan to attend in 1995-96?
*(**Note:** The colleges you list below will receive your application information. See Instructions, page 8.)*

Housing codes 1—on campus 2—off campus 3—with parent(s) 4—with relative(s) other than parent(s)

	Title IV Code	College Name	College Address	City	State	Housing Code
	0 9 8 7 6 5	*Example University*	*14930 N. Something Ave.*	*Anywhere City*	*S T*	2
90.	9 9 9 9 9 9	Woodrow Wilson Univ	1999 Johnson Blvd	Arlington	V A	91. 3
92.						93.
94.						95.
96.						97.
98.						99.
100.						101.

102. The U.S. Department of Education will send information from this form to your state agency and the state agencies of the colleges listed above so they can consider you for state aid. Check **"No"** if you **don't** want information released to the state. **If you check "No," any state student aid may be denied or delayed.** ..... **102.** No ☐2
(See "Deadlines for State Student Aid" in Instructions, page 10.)

103. If you give Selective Service permission to register you, check **"Yes."** *(See Instructions, page 9.)* ..... **103.** Yes ☐1

104–105. Read, Sign, and Date

Certification: All of the information provided by me or any other person on this form is true and complete to the best of my knowledge. I understand that this application is being filed jointly by all signatories. If asked by an authorized official, I agree to give proof of the information that I have given on this form. I realize that this proof may include a copy of my U.S. or state income tax return. I also realize that if I do not give proof when asked, the student may be denied aid.

Everyone whose information is given on this form should sign below. The student (and at least one parent, if parental information is given), must sign below or this form will be returned unprocessed.

1 Student Marie Jackson

2 Student's Spouse

3 Father/Stepfather Ed Jackson

4 Mother/Stepmother

105. Date completed 0 1 (Month) 0 6 (Day) Year 1995 ☒ 1996 ☐

If you (and your family) have unusual circumstances, complete this form and then check with your financial aid administrator. Examples:
- **tuition expenses at an elementary or secondary school,**
- **unusual medical or dental expenses not covered by insurance,**
- **a family member who recently became unemployed, or**
- **other unusual circumstances that might affect your eligibility for student financial aid.**

School Use Only
D/O ☐
Title IV Code
FAA Signature 1

MDE Use Only *Do not write in this box*
Spec. handle ☐
No. copies ☐

Section I: Preparer's Use Only

For preparers other than student, spouse, and parent(s)
Student, spouse, and parent(s), sign above.

Preparer's last name First name M.I.

Firm name

Firm or preparer's address City State ZIP

106. Employer identification number (EIN)
OR
107. Preparer's social security number

Certification: All of the information on this form is true and complete to the best of my knowledge.

108. Preparer's signature Date

MAKE SURE THAT YOU HAVE COMPLETED, DATED, AND SIGNED THIS APPLICATION.
Mail the application to: Federal Student Aid Programs, P.O. Box 4032, Iowa City, IA 52243-4032.

Session 7 - How to Plan and Conduct A Financial Awareness Program

OVERVIEW

A. Planning the Program
   1. Scheduling the Program
   2. Selecting a Presenter
   3. Announcement and Notification

B. Conducting the Program
   1. Presenting the Information
   2. Handouts
   3. Other Resources

MAIN OBJECTIVE

- You will be able to successfully plan and conduct a financial aid awareness program for juniors and seniors in high school and their parents.

A. PLANNING THE PROGRAM

Planning a financial aid awareness program is not difficult, but it does require some advance planning and attention to detail to be successful.

In this workshop, a financial aid awareness program is defined as an information session for juniors and seniors in high school and their parents. The program will teach them about federal financial aid programs in general and, specifically, how to properly complete the FAFSA.

1. Scheduling the Program

The first three steps in planning a financial aid awareness program are to decide on a location and facility, a date, and a time. Here are some of the variables that should be considered:

- Is the facility in a convenient location?
- Is parking adequate?
- Is the room large enough to comfortably seat the number of people you expect?
- Is there enough space for participants to spread out their materials and have room to write?

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- Is the room well lit?
- Can the room's lighting be adjusted when using audiovisual equipment?
- Is the facility/room accessible to participants with disabilities?
- Are microphones needed?
  - ◊ Are they available on-site?
- What are your audiovisual needs?
  - ◊ Is there an overhead projector?
  - ◊ Does it have an extra light bulb?
  - ◊ Is there a screen?
- Are these items available on-site or must they come from another location?
  - ◊ Is there a rental charge or setup fee?
- What are your other audiovisual needs?
  - ◊ Will they involve rental charges?
- Is the temperature of the room adjustable?
- Are extra chairs available if there is an overflow crowd?
- Is there a charge for the room?
  - ◊ Is it within your budget?
- Is the facility/room available for the date(s) you have in mind?
- Are all video materials closed-captioned?
- Do you need any bilingual materials?

Next, select a date. Usually the period from early December to the end of February is good for a financial aid awareness program. Be sure to schedule a "snow date," if appropriate for your area.

Look for any potential conflicts with parents and students attending the workshop. The following are questions to consider:

- Is school in session that day (that is, the date is not during a vacation break)?
- Does the date conflict with any holidays, religious observances, or planned school closings?
- Are school sporting events or other extracurricular activities being held that day?
  - ◊ What times do they begin and end?
  - ◊ How much of your potential audience is involved?
- Are there any major community-wide events occurring on that date?
- Is the date far enough in advance that you have time to publicize the program?

Working around as many major events as possible will assist in creating a larger audience for the program.

Then select a time. Generally, two hours is enough time. It's usually good to set beginning and ending times. For an evening program, keep in mind that parents need to have time to arrive home from work and have some dinner before driving to the program. Keep the needs of your area in mind when establishing a time.

A checklist is provided on pages 5 and 6 of this Guide for your use in planning a financial aid awareness program.

2. Selecting a Presenter

You can be the presenter! Appendix A of this Guide contains all the materials you need to conduct a two-hour financial aid awareness program at your school.

Or a financial aid administrator at a postsecondary institution near you might be available to conduct the program.

You might have more than one speaker. This can provide some variety in experience, but be careful not to have so many speakers that you can't cover all the necessary information in two hours. Make sure speakers coordinate their presentations to avoid covering the same topics.

3. Announcement and Notification

Publicize the program as much as possible! Use as many sources as are appropriate for your population and area. Publicize early. Consider the following:

- advertisements and/or articles in the local newspaper(s);
- flyers and/or posters in school;
- announcements on the school's public address system;
- advertisements and/or articles in the school newspaper;
- a notice in the parent or PTSA newsletter;
- a direct mailing to parents;
- announcements at PTSA meetings;
- flyers or posters within the community (for example, at grocery stores, gas stations, recreation centers, convenience stores, places of worship, and community centers);
- notices to social service agencies;
- public service announcements on local TV and radio; *and*
- announcement flyers stapled to FAFSAs distributed to students.

Every announcement should include at least:

- the key subject points that will be covered in the program, such as giving instructions on how to complete the FAFSA;
- the date and the "snow date";
- the location, including the address and room;
- the time; *and*
- a telephone number to contact for more information.

You might also include the presenter's name and affiliation, parking instructions, and other important details.

B. CONDUCTING THE PROGRAM

1. Presenting the Information

The materials in Appendix A are all you will need to present a two-hour financial aid awareness program.

2. Handouts

Handouts are valuable tools when used properly. They should be available in sufficient numbers for all attendees to have copies.

3. Other Resources

It would be helpful to distribute other appropriate resource materials, such as:

- *The Student Guide* (1995-96);
- a listing of local scholarship deadlines and contact information;
- the schedule of upcoming college visits to your school;
- the scholarships offered by or through your state postsecondary education agency;
- suggestions for accurately completing the FAFSA (a list of helpful hints); *and*
- the locations and dates for PSAT, SAT and/or ACT testing in your area.

Additional useful publications are listed in the *Counselor's Handbook*, Appendix A, such as the AWARE Early Awareness Software package for middle school and high school students. To receive free AWARE software, write to:

- U.S. Department of Education
  Applicant Systems Division—AWARE
  ROB-3, Room 4651
  7th and D Streets, S.W.
  Washington, D.C. 20202

Please indicate whether you want a 5 1/4 inch diskette or a 3 1/2 inch diskette.

PROGRAM PLANNING CHECKLIST

EVENT TITLE	DATE
LOCATION	TIME
PRESENTER	DATE CONFIRMED
ADDRESS	PHONE

FACILITY SELECTION	Site 1	Site 2	Site 3
Available for date desired?			
Snow date?			
Convenient location?			
Adequate parking? Fee?			
How many will room comfortably seat?			
Desks or table tops for audience?			
Lighting - Good? Adjustable?			
Accessible for persons with disabilities?			
Microphone needed? Available?			
AV needs - Available on site?			
Room temperature adjustable?			
Extra chairs available?			
Charge for room, facility, or equipment?			
Other considerations?			

DATE SELECTION	Site 1	Site 2	Site 3
Selected date(s)?			
Facility available?			
School in session?			
Holidays?			
Conflicting events?			

LIST OF POTENTIAL PRESENTERS	Asked? Y or N	Accepted? Y or N	Confirmed in writing?	Other notes

PUBLICITY CHECKLIST	Yes	No	Notes
Ad in local newspaper			
Article in local newspaper			
Flyers/posters in school			
Announcements on school's PA system			
Article in school newspaper			
Ad in school newspaper			
Notice in parent newsletter			
Direct mailer to parents			
PTSA publicity			
Flyers/posters in community			
Other			

AUDIOVISUAL ARRANGEMENTS	Equipment Needed	Arrangements Made
Overhead projector and screen (with spare bulb)		
Table for handouts/reference materials		
Flip chart with marking pens		
Table or cart for overhead projector		
Other		

Session 8 - Workshop Wrap-Up and Evaluation

OVERVIEW

A. Workshop Summary

B. Important Telephone Numbers

C. Evaluating the Workshop

D. Questions and Answers

MAIN OBJECTIVES

- You will be able to identify the basic information you need to help students and parents understand and apply for the federal student financial aid programs.
- You will have the opportunity to provide feedback on the workshop.
- You will have the opportunity to ask questions about any topic discussed today.

A. WORKSHOP SUMMARY

To assist parents and students in understanding how federal financial aid programs work, it is helpful to know the following:

- the types of federal student financial aid programs;
- student eligibility requirements for receiving federal financial aid;
- how postsecondary schools package student aid;
- how the 1995-96 federal delivery system works;
- how to complete the 1995-96 FAFSA; *and*
- how to plan and conduct a financial aid awareness program for parents and students.

B. IMPORTANT TELEPHONE NUMBERS

Important telephone numbers are:

- 1-800-4-FED-AID—general financial aid information
- 1-800-730-8913 (TDD for the hearing impaired)—general financial aid information
- 1-319-337-5665—FAFSA or correction status and SAR information

These numbers are also listed in *The Student Guide* on page 22.

Remember, too, that local financial aid administrators can assist you.

C. EVALUATING THE WORKSHOP

Please complete the "Training Evaluation Form" and leave it with the instructors.

D. QUESTIONS AND ANSWERS

Please feel free to ask any questions you have about the topics discussed today.

1995-96 Financial Aid Awareness Program

Appendix A

Presenter's Notes

Welcome to our Financial Aid Awareness Program. I am...

» Introduce yourself. Tell them your name, job title, experience, and so on. If you have other speakers, introduce them or have them introduce themselves.

Before we begin, let's see how many students are here with us tonight.

» Wait. Let the students raise their hands.

The reason I ask is that the financial aid process is a family project. To apply for federal student financial aid, both student and parent information needs to be submitted. Also, once your sons or daughters enroll in a postsecondary school, they will be dealing with the financial aid office, and it is very important that they understand the aid process.

Keep in mind that when I use the term "postsecondary," I am referring to programs or training designed to take place after high school. Postsecondary schools include four-year schools, two-year schools, community colleges, and training or technical schools.

The student aid information that we have for you applies to **anyone**, not just to recent high school graduates. If any of you here are thinking of returning to school, student aid can help you accomplish that goal.

During this program we will discuss:

- o the types of student financial aid programs available,
- o the principal sources of student financial aid,
- o the application process, *and*
- o how to complete the 1995-96 "Free Application for Federal Student Aid," commonly called the "FAFSA."

You will receive (or should have received*) several very important documents that we'll refer to routinely. They'll give you in writing nearly all the information we'll go over. These documents are:

- o *The Student Guide* (1995-96),
- o the FAFSA, *and*
- o additional loan applications.

The Student Guide (1995-96) includes most of the information we'll cover, such as the types of federal student financial aid programs and how to apply for them. So don't feel as if you need to take a lot of notes.

The FAFSA is the only form needed to apply for most federal financial aid programs. It is also used by some state and private aid programs.

The loan applications will be important to many of you. They are needed to complete the federal requirements for applying to several federally sponsored loan programs.

Let's begin by talking about the types of student financial aid programs that are available for the 1995-96 school year.

OVERVIEW OF THE TYPES OF STUDENT AID PROGRAMS

Student aid programs are classified into three categories: (OH 1)

- o grants and scholarships,
- o employment opportunities, *and*
- o loans.

Presenter's Notes

*Presenters need to order Student Guides, FAFSAs, and loan applications. All of these materials may be ordered by calling 1-800-4-FED-AID. You should do this several weeks in advance of your first program. If 1995-96 versions are not available, you should order 1994-95 editions. Local colleges and career schools might have other useful materials as well.

Whether to give materials out before the program begins or during the program depends on your preference. If you want to give them out during the program, have someone available to help you or ask one of the participants to help.

1

Presenter's Notes

Grants and scholarships are types of gift aid that do not have to be repaid.

Loans and student employment (or work-study) are self-help aid; that is, students must repay them or work to receive them.

The overhead shows Congress's basic philosophy underlying federal financial aid programs. (OH 2)

2

- o A family, to the extent of its ability, has the primary responsibility to pay for a student to attend a postsecondary school.

- o The income of a student, a student's spouse, and a student's parents are considered in determining a student's financial need.

- o A consistent, just, and fair evaluation of a family's financial circumstances will be made to establish a family's ability to pay for postsecondary education and determine a student's financial need.

For the purpose of determining eligibility for federal financial aid, student are classified as "dependent" or "independent."

- o Dependent students must report their parents' financial information on the aid application in addition to their own financial information.

- o Independent students report only their own financial information (and that of the spouse, if the student is married).

Independent status will be covered in detail in a few minutes.

Presenter's Notes

Financial need is determined through the following equation: (OH 3)

3

- o Cost of attendance at the school (COA) minus the Expected Family Contribution (EFC) equals the student's financial need:
  - COA - EFC = Student's Financial Need
- o EFC is calculated using a federal formula when the student submits the Free Application for Student Financial Aid (FAFSA).
- o Nearly all federal student financial aid (SFA) programs require a student to show financial need.

4

- o The programs based on need are: (OH 4)
  - Federal Pell Grant
  - Federal Supplemental Educational Opportunity Grant (FSEOG)
  - Federal Work-Study (FWS)
  - Federal Perkins Loan
  - Federal Direct Stafford Loan (Direct Subsidized Loan)
  - Federal Stafford Loan (subsidized)
  - State Student Incentive Grant (SSIG)

5

- o Those that are not based on need are: (OH 5)
  - Federal Direct PLUS Loan
  - Federal PLUS Loan

- Federal Direct Unsubsidized Stafford Loan* (Direct Unsubsidized Loan)
- Federal Stafford Loan* (unsubsidized)
- Robert C. Byrd Honors Scholarship Program
- Paul Douglas Teacher Scholarship Program
- National Science Scholars Program

In discussing federal student loans that are and are not based on need, we use the terms "subsidized" and "unsubsidized."

o A *subsidized* loan is one on which a student is not charged interest while he or she is in school or during authorized periods of deferment. So, these loans are referred to as "subsidized" by the federal government. Eligibility for subsidized federal student loans is based on financial need.

o Borrowers of *unsubsidized* loans are responsible for the interest that accrues on their loans from the time the loans are made until they are paid in full. Eligibility for unsubsidized federal student loans is not based on financial need.

The federal government isn't the only source of student financial aid—there are private and state sources, as well as aid from postsecondary schools.

o Receiving aid from other sources can supplement money from federal student aid programs to meet education costs.

Presenter's Notes

*Dependent students can borrow additional unsubsidized loans if their parents are ineligible to borrow PLUS because of adverse credit history.

Presenter's Notes

FEDERAL STUDENT FINANCIAL AID PROGRAMS

The federal student financial aid (SFA) programs are in the form of grants, loans, or work opportunities.

To be eligible for federal student aid, students must satisfy two sets of requirements:

- o general eligibility requirements *and*
- o program-specific eligibility requirements.

Both sets of requirements are established by Congress and the U.S. Department of Education.

A school's financial aid office checks on general eligibility requirements before awarding aid to students. For example:

- o male students eighteen years of age or older must be registered with the Selective Service to be eligible for federal financial aid.

In addition, to continue to be eligible for federal financial aid, all students must be making satisfactory academic progress at the postsecondary schools they are attending.

We will discuss eligibility requirements in more detail in a few minutes.

Federal Pell Grant Program

The Federal Pell Grant Program is for undergraduates who show financial need. A Pell Grant is gift aid; it does not have to be repaid.

The Pell Grant is the first federal source of aid awarded to a student.

The maximum Pell Grant amount awarded is established by Congress for each award year.*

- The maximum award for a full-time student for the 1995-96 award year is $2,340. An eligible student might receive less, however, depending on his or her enrollment status, COA, and EFC.

The EFC is used by the postsecondary school's financial aid office to determine a student's Pell Grant eligibility and, if a student is eligible, the amount of the award.

For 1995-96, the maximum EFC for Pell Grant eligibility is $2,400.

A student's total Pell Grant award is divided into payments for specific periods during the award year. For example, if a student is attending a semester school, the Pell Grant award must be paid in two installments, half each semester.

It's important to understand that when we say "an award is paid" to a student, this means that the student's account with the school gets credited for the amount of the award. In other words, students should not expect to receive cash in hand.

If a student is not eligible for a Pell Grant, it's not the end of the world. It is still possible to qualify for aid from some of the other federal programs. Let's look next at what some of those might be.

Campus-Based Programs

The campus-based programs are:

- Federal Supplemental Educational Opportunity Grants (FSEOG),

Presenter's Notes

*The financial aid award year begins each July 1 and goes through the following June 30.

Note to Presenter:
When total aid exceeds the student's charges, the student is given the excess money to use for additional education-related expenses. There are specific guidelines that must be followed in these situations. Students should be referred to the postsecondary school's financial aid office if they have questions.

Presenter's Notes

- o Federal Work-Study (FWS), *and*
- o Federal Perkins Loan.

These programs are called "campus-based" because the funds are administered directly by the school's financial aid office.

Postsecondary schools that participate in any of these programs are allocated a set amount of funds to spend each year.

Once those funds are committed, even if the institution has more eligible students, no more awards can be made. This limited funding is one reason why it is so important for students to apply for aid by the deadlines. Students should inquire about deadlines in advance, as some schools' deadlines are quite early, for instance in February or March.

Federal Supplemental Educational Opportunity Grant (FSEOG)

FSEOG awards are first given to students who qualify for a Federal Pell Grant. If a school has enough FSEOG money, students who didn't get Pell Grants may receive FSEOG awards.

6

The FSEOG award limits are shown on the overhead. (OH 6)

- o Within these limits, the amount of an FSEOG award is determined by the postsecondary school on the basis of:
  - the student's financial need,
  - the FSEOG funds available at the postsecondary school,
  - the annual award limit, *and*

Presenter's Notes

- the postsecondary school's policies for awarding student aid.

Federal Work-Study (FWS)

With FWS, students can work for designated on-campus or off-campus employers. (OH 7)

7

The employer must pay at least the current federal minimum wage of $4.25 per hour.

The amount of FWS earnings allowed during an award year is determined by the college or career school on the basis of:

- o the student's financial need,
- o the FWS funds available at the school, *and*
- o the postsecondary school's policies for awarding student aid.

Federal Perkins Loan

Federal Perkins Loans have an interest rate of 5%. Borrowers are not charged any interest while they are enrolled in school.

The maximum amounts that students can borrow are shown on the overhead; the chart includes annual and aggregate (lifetime) loan limits. (OH 8)

8

Schools with low student-loan default rates can choose to offer loans under the Expanded Lending Option. As you can see, under this option students have increased borrowing maximums.

Presenter's Notes

Postsecondary schools are required to award these funds to students with exceptional financial need as this is defined by the postsecondary school's written policy.

The amount of a Federal Perkins Loan award, as determined by a college or career school, is made on the basis of:

- o the student's financial need,
- o the amount of Perkins Loan funds available at that institution,
- o the Perkins Loan annual and aggregate loan limits for students, *and*
- o the postsecondary school's policies for awarding student aid.

Students begin repaying Perkins Loans after they graduate or leave school.

Remember that not all schools have all the federal student aid programs. Students will need to check with each school they are applying to see which programs are available.

Are there any questions about campus-based aid?

Federal Direct Student Loan Program

The federal government's newest student financial aid program is the Federal Direct Student Loan Program, which began operating on July 1, 1994.

The loans are basically the same as those under the Federal Family Education Loan (FFEL) Program, which we will discuss in a few minutes. However, the application process and source of funds are different. With Direct Loans, the federal government lends the money.

Presenter's Notes

Postsecondary schools sometimes participate in both the FFEL Loan Program and the Direct Loan Program. However, a borrower cannot receive loans from both programs for the same enrollment period. If a school does participate in both programs, it will determine which program a given student or group of students may apply to.

For example, the school's policy might state that all freshmen may only apply to the Direct Loan Program. This program includes:*

- o Federal Direct Subsidized Loans,
- o Federal Direct Unsubsidized Loans, *and*
- o Federal Direct PLUS Loans.

*The Federal Direct Consolidation Loan is also a Direct Loan; it does not affect students until *after* they graduate from or leave postsecondary school.

To apply for a Direct Subsidized Loan or Direct Unsubsidized Loan, a student must file a 1995-96 FAFSA. No other application form is required.

To apply for a Direct PLUS Loan, a FAFSA is not required. A parent must file a Direct PLUS Loan application and promissory note.

- o A promissory note is the binding legal document the borrower signs to get a loan.
- o By signing the promissory note, the borrower promises to repay the loan with interest.

Federal Direct Stafford Loans: Subsidized and Unsubsidized Loans

There are two types of Federal Direct Stafford Loans—subsidized and unsubsidized. A Direct Subsidized Loan is one for which the government subsidizes the interest for certain periods. A Direct Unsubsidized Loan accumulates

interest that the borrower must pay throughout the life of the loan. Aside from the way interest is handled, the two types of loans have many features in common. For both types of loans:

- o Students must be enrolled at least half time as defined by the college or career school.
- o Pell Grant eligibility (gift aid) must be determined* before an application for Direct Stafford Loans (self-help aid) can be processed.
- o The interest rate is variable, but it is the same for both loans; the maximum interest rate never can be higher than 8.25%. The interest rate for 1995-96 will be announced July 1995.**
- o Repaying loans begins six months after the borrower ceases to be at least a half-time student.

Borrowers of Direct Subsidized Loans and Direct Unsubsidized Loans may choose from among four repayment plans: (OH 9)

- o Income Contingent,
- o Standard,
- o Extended, *or*
- o Graduated.

These plans are explained for you in *The Student Guide* on page 35.

Direct Subsidized and Unsubsidized Loans have deferment, forbearance, and discharge (cancellation) provisions for borrowers who meet certain criteria.

Presenter's Notes

*If the student is an undergraduate and the school participates in the Federal Pell Grant Program. This will happen automatically when the student files the FAFSA.

**For 1994-95 the interest rate is 7.43%.

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Presenter's Notes

Deferment is postponing the repayment of your loan.

- o For example, if a student received a Direct Subsidized Loan while in an undergraduate program and, after graduation, decides to go to graduate school, repaying the Direct Subsidized Loan can be deferred. While the student attends graduate school, payments will not have to be made on the loan.

Forbearance is when a lender agrees to allow a borrower to reduce the amount of a loan payment or temporarily stop making payments, as long as the borrower intends to repay the loan. During a period of forbearance, interest continues to accumulate on the loan.

- o A good example of when a lender may grant a forbearance is in the case of the borrower's monthly income being too low to accommodate the monthly payment.

Discharging a loan means that the loan debt is canceled and the borrower does not have to pay back the loan.

- o For example, the borrower's Direct Subsidized Loan will be discharged if the borrower dies or becomes permanently disabled.

However, a borrower must keep in mind that getting a deferment, a forbearance, or a discharge must be approved. A borrower can get into trouble by assuming that the approval automatically occurs. The borrower must contact the lender to make such arrangements and continue making payments until the request is granted.

Direct Subsidized Loan eligibility must be determined before students can apply for Direct Unsubsidized Loans.

- o The amount of a Direct Subsidized Loan is determined by the school, on the basis of a student's need and within allowed federal maximum amounts.*

*Subsidized Federal Stafford Loan eligibility must be determined before students can be awarded unsubsidized Federal Stafford Loans. In other words, students are awarded low-cost loans before they are awarded "full-cost" unsubsidized loans.

Presenter's Notes

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- Students may receive both Direct Subsidized and Direct Unsubsidized Loans in the same academic year, but the combined loan totals may not exceed the annual or aggregate loan limits. (OH 10)

- Aggregate loan limits are the maximum amount a borrower can owe for all periods of enrollment.

Federal Direct PLUS Loan

Direct PLUS Loans allow parents to borrow on behalf of their dependent children who are at least half-time undergraduate students. Any loan with "PLUS" in the name is for parent borrowers, and only for parent borrowers.

- Direct PLUS Loans also have a variable interest rate. The maximum is 9%. The interest rate for 1995-96 will be announced July 1995.*

- Parents begin repaying the loan 60 days after the loan is fully disbursed; this will be while the student is still in school.

- The Direct PLUS Loan has some deferment provisions for borrowers.

- There is no dollar maximum as long as the Direct PLUS Loan, together with all other financial aid, does not exceed the cost of attendance at the postsecondary school the dependent student is attending.**

- To borrow a Direct PLUS Loan, a parent cannot have an adverse credit history.***

- The FAFSA is not required if only a Direct PLUS Loan is being applied for.

*For 1994-95 the interest rate is 8.38%.

**A parent may borrow a Direct PLUS loan for each of their dependents attending a postsecondary school.

***"Adverse credit" is defined as a parent being 90 or more days delinquent on any debt.

Presenter's Notes

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A parent may choose from three repayment plans: (OH 11)

- o Standard,
- o Extended, *or*
- o Graduated.

The parent may have between 10 and 30 years to repay, depending on the plan chosen and the total loan amount.

- o Parents must understand that if they default on a PLUS Loan their credit histories will be adversely affected. Additionally, the federal government can take serious action against defaulters.

These plans are explained for you in *The Student Guide* on page 44 and then page 35.

Federal Family Education Loan (FFEL) Program

The Federal Family Education Loan (FFEL) Program includes:

- o Federal Stafford Loans (subsidized and unsubsidized), *and*
- o Federal PLUS Loans.

The application procedure for FFEL Program loans is as follows:

- o For Stafford Loans, students must file a 1995-96 FAFSA. The FAFSA does **not** have to be completed for parents' PLUS Loans.

Note to Presenter:
As you mention the loan applications, you might want to hold up a copy of each.

Presenter's Notes

- Students (and parents, for PLUS Loans) must also complete FFEL applications and bring them or mail them to the financial aid offices of the schools they will be attending.

  - For an FFEL Stafford Loan, the student completes the Federal Stafford Loan Application and Promissory Note.

  - For an FFEL PLUS Loan, the parent completes the Federal PLUS Loan application.

Examples of these applications have been distributed to you.

- A postsecondary school will generally have applications from several commercial lenders that you can select among, or you can go to a lender of your choice. There is no difference among the lenders.

- A postsecondary school's financial aid administrator will:

  - determine whether the student (or parent) qualifies for a loan,

  - determine the amount for which the student (or parent) is eligible,

  - certify the completed application form, *and*

  - forward the application to the lender or return it to the applicant to send to the lender.

The application is sent to the lender as the student (or parent) is actually borrowing the funds from the lender.

Presenter's Notes

Federal Stafford Loans: Subsidized and Unsubsidized Loans

The student eligibility criteria, interest rates, and annual and aggregate (lifetime) loan limits are the same as for Direct Stafford Loans.

- The student may have up to ten years to repay subsidized and/or unsubsidized FFEL Program Stafford Loans.

- Stafford Loans have deferment, forbearance, and discharge (cancellation) provisions for borrowers who meet certain criteria. These are the same as for Direct Stafford Loans.

As with Direct Subsidized Loans, subsidized Stafford Loan eligibility must be determined before students can apply for a more costly unsubsidized Stafford Loan. The federal government pays the interest on a subsidized loan for significant periods of time; this reduces the overall cost.

Federal PLUS Loan

The Federal PLUS Loan, like the Federal Direct PLUS Loan, allows parents to borrow on behalf of their dependent children who are at least half-time undergraduate students, as long as a parent does not have an adverse credit history.

All other repayment, deferment, forbearance, and discharge (cancellation) provisions are the same as for Direct PLUS Loans.

Presenter's Notes

Robert C. Byrd Honors Scholarship Program

The Robert C. Byrd Honors Scholarship Program (Byrd Program) provides scholarships to exceptionally able students for study at postsecondary schools as a way to recognize and promote student excellence and achievement. This is done through federal grants to states.

To apply for a Byrd Scholarship, a student follows the application procedures set up by the state educational agency (SEA) in the state in which the student lives.

A student who receives scholarship assistance under the Byrd Program may be awarded a scholarship of up to $1,500 for each of four years.

Paul Douglas Teacher Scholarship Program

The Paul Douglas Teacher Scholarship Program is a federally funded program that provides college scholarships to outstanding high school graduates who plan to pursue teaching careers at the preschool, elementary school, or secondary school level.

Students who graduate in the top 10% of their high school class may apply for these scholarships, which provide up to $5,000 a year, not to exceed $20,000.

National Science Scholars Program

The National Science Scholars Program is a federally funded program that awards scholarships to students for undergraduate study of life sciences, physical sciences, computer sciences, mathematics, or engineering.

Presenter's Notes

The purpose of this program is to recognize student excellence and achievement in the sciences by providing scholarships to outstanding high school graduates and GED recipients to encourage and enable them to continue their education at the postsecondary level.

Students must apply through their state department of education. Award amounts may be as much as $5,000 a year for up to five years of study.

OTHER FEDERAL SOURCES OF FINANCIAL AID

There are other federal sources of student financial aid that are not administered by ED. A new federal program, the National and Community Service Program, provides education awards of up to $4,725 a year. To earn this award, you can work before, during or after your postsecondary education. The funds can be used to pay for current or future postsecondary education expenses or to repay a federal student loan. *The Student Guide*, on page 3, provides an address and a toll-free telephone number to contact for more information.

The U.S. Department of Veterans Affairs administers a number of education and training assistance programs for veterans, service personnel, and eligible dependents, such as the Montgomery GI Bill. For more information on veterans benefits, contact the nearest U.S. Department of Veterans Affairs regional office.

Various programs exist to college-train individuals to serve as officers for the armed services. These programs include the Army Reserve Officers' Training Corps (ROTC), the Air Force ROTC, and the Naval ROTC (NROTC).

Presenter's Notes

For those interested in nursing as a career, long-term, low-interest loans are available to help with education costs through the Nursing Student Loan Program. Students should contact the postsecondary schools they are interested in to see if the schools participate in this program.

STATE AND PRIVATE SOURCES OF FINANCIAL AID

State Grants, Scholarships, and Other Programs

At present, all 50 states and the District of Columbia offer state grants under the State Student Incentive Grant (SSIG) program.

Many states also provide need-based and merit-based grants and scholarships on the basis of state-established eligibility criteria. States also offer vocational rehabilitation and job training programs for special-needs students.

Contact your state student financial aid agency to obtain information on your state's programs.*

*You might provide information on your state programs. The 1-800-4-FED-AID telephone number can tell you what agency to contact in your state. There is also a listing in the *Counselor's Handbook for High Schools* in Appendix B.

Institutional Financial Aid Sources

Many colleges and career schools provide student financial aid. This can be need-based or non-need-based. Sometimes aid is on the basis of academic merit or other talents.

Information on eligibility criteria, application procedures, and deadlines for financial assistance from a college or career school is usually available from a postsecondary school's student financial aid office or academic departments.

Presenter's Notes

Private Financial Aid Sources

Sources of private financial assistance can be found by doing some research.

The following places usually have information on—or provide—private financial aid:*

*Tell them about resources at your school.

- o the institution your son or daughter is applying to;
- o your place of employment;
- o civic, trade, and social organizations;
- o religious organizations; *and*
- o the library's reference section.

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Some of the books you might find in the library include: (OH 12)

- o *Chronicle Student Aid Annual*
- o *Financial Aids for Higher Education*
- o *Need a Lift?*
- o *Higher Education Opportunities for Minorities and Women*

These will get you started. You'll probably find other references as well. It's not hard, but it will take a lot of time.

These private sources of aid can either supplement any federal aid you might receive or be your best alternative if you don't qualify for federal aid.

Presenter's Notes

Scholarship-Search Companies

You might hear from some "scholarship-search" companies. For a fee, they will try to match you up with some of the private types of aid just described. Unfortunately, some of these companies promise more than they deliver. Some are good, but you'll want to read the fine print, check the guarantee, and maybe even contact the Better Business Bureau to see if there are complaints before you pay a company's fee.

As an alternative, some colleges might have a similar service that you can use for no fee or for a minimal fee.*

*If your school system has anything like this available, provide information on it here.

Does anyone have any questions?

STUDENT ELIGIBILITY

Now, we'll discuss the criteria used to determine student eligibility for federal student financial aid.

All sources of financial aid—federal and state governments, postsecondary schools, and private organizations—have **eligibility requirements**. For example, state aid usually requires that the recipient be a legal resident of the state, and an academic scholarship might require that a student have a certain grade point average.

For our purposes, we will look at some of the eligibility factors postsecondary students must meet to be eligible for *federal* student financial aid, and we will look at the concept of **student financial need**, which is a requirement for most federal student aid programs.

Presenter's Notes

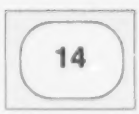
HIGH SCHOOL COMPLETION

To receive federal student financial aid for postsecondary studies, a student must be **academically qualified**. This means that the student must: (OH 13)

- o have a high school diploma, *or*
- o have an acceptable equivalent of a high school diploma* (such as a GED), *or*
- o have a passing score on an independently administered examination approved by the U.S. Department of Education.
  - It is up to the postsecondary school to decide whether a student passing an independently administered examination is acceptable to receive federal financial aid. The school will give the student information regarding the testing requirement.

*Sometimes students in a gifted-and-talented program enroll in college as degree-seeking students *before* they complete high school. In their cases, "the equivalent of a high school diploma" can be proof that the students have excelled in high school and have met the formal, written, admissions policies of the postsecondary school. However, the student cannot be concurrently enrolled in high school and postsecondary school. The postsecondary school will advise these students how to comply with this federal requirement.

STUDENT ENROLLMENT



A number of issues relating to enrollment can affect a student's eligibility for federal aid. (OH 14)

Eligible Institution

To receive federal financial aid, a student must attend a postsecondary institution that is eligible to participate in and that has chosen to participate in federal student financial aid programs. A school can participate in one or more (in any combination) SFA programs.

Presenter's Notes

Eligible Educational Program

A student must enroll as a regular student in an eligible degree or certificate educational program. "Regular" means that the student has been admitted to the college or career school to seek a degree or certificate.

Enrollment Status

A student must enroll at least half time to be eligible for a Direct Loan, an FFEL Stafford Loan, a Direct PLUS Loan, or an FFEL PLUS Loan. A student eligible for a Pell Grant and/or for campus-based programs can enroll less than half time.

Half-time enrollment is defined by the college or career school on the basis of its definition of a full-time student. Enrollment generally is measured in either credit hours or clock hours.

- For example, a credit-hour school that defines full time as 12 credit hours per semester defines half time as 6 credit hours.

Satisfactory Academic Progress (SAP)

Once students enroll, they must make satisfactory academic progress (SAP) toward their degrees or certificates. Following federal guidelines, colleges and career schools set minimum standards of the rate at which students must complete course work and the minimum grades they must earn to be eligible to continue to receive federal aid.

A school's SAP policy is usually defined for students in the school's catalog. If it's not, you should ask each school for a copy of its SAP guidelines so you will know what might cause someone to lose student financial aid.

Presenter's Notes

CITIZENSHIP STATUS

A student must be a U.S. citizen or an eligible noncitizen to receive federal aid. Eligible noncitizens include students who are U.S nationals, permanent residents of the United States, and certain refugees.

Eligible noncitizens must report their Alien Identification Numbers on their FAFSAs when they apply for federal financial aid.*

*When FAFSAs are filed using Alien Identification Numbers, eligible noncitizen applicants should be certain their numbers are correctly reported. If there is a problem with matching their Alien Identification Numbers with INS records, they will have to submit proof to the postsecondary school.

SOCIAL SECURITY NUMBER

A student must have a valid Social Security Number to apply for federal financial aid. A student who does not have a Social Security Number can get information on applying for one by contacting the Social Security Administration. The telephone number is 1-800-772-1213.

Also, parents who wish to borrow Direct PLUS or FFEL PLUS Loans must supply their Social Security Numbers as well as their children's Social Security Numbers.

CERTIFICATION STATEMENTS

Before receiving federal financial aid, a student must sign a number of statements that attest to the accuracy of the information reported and to other eligibility criteria.

- For example, a male student eighteen years of age or older must certify that he has registered for the Selective Service.

A parent PLUS Loan borrower must also sign some of these statements. Many of these statements appear on the Student Aid Report (SAR), which a student will receive after filing the FAFSA. The school the student will be attending will usually make sure that all statements are signed properly.

Presenter's Notes

ASSESSMENT OF STUDENT FINANCIAL NEED

Eligibility for most federal financial aid programs is on the basis of financial need.

The formula for determining financial need is simple: (OH 15)

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Cost of Attendance (COA)
- Expected Family Contribution (EFC)

Student's Financial Need

Now, let's look at each part of this equation.

Cost of Attendance (COA)

Cost of attendance, which often is referred to simply as COA, is defined as the sum of all the costs associated with attending a postsecondary school. Some of these costs are: (OH 16)

16

- o tuition and fees;
- o books, supplies, and equipment;
- o room and board (on campus, off campus, or with parents);
- o transportation (commuter costs or long-distance travel to home); *and*
- o necessary personal spending.

Other allowed costs, such as dependent-care expenses, study-abroad expenses, disability expenses, and student loan fees may be included in a student's total cost of attendance.

Presenter's Notes

Cost may vary for different categories of students. For example, a student living off campus in an apartment might have higher room and board costs than a student who lives in a residence hall.

A postsecondary school establishes the cost of attendance for students attending that school using federal guidelines. These costs must be published by the school. You should ask for them if you do not find them in the catalog. The school can also consider special needs for individuals, such as costs related to disabilities, that affect a student's attendance at the school.

Expected Family Contribution (EFC)

This is the amount that a student and his or her family are expected to contribute to the student's education costs. The Expected Family Contribution (EFC) is determined by a formula established under federal law.

Some of the factors that go into this formula are:

- the student's income,
- the student's parents' or spouse's income,
- family size, *and*
- the number of family members enrolled in postsecondary education.

All the information needed to compute a student's EFC is collected on the Free Application for Federal Student Aid (FAFSA), which we will discuss shortly in detail.

Presenter's Notes

Need for Federal Pell Grant

Earlier, I explained how the need for a Federal Pell Grant is determined. Now let's look at how need is determined for the other federal programs.

Need for Other Student Financial Aid Programs

To determine a student's eligibility for federal need-based aid other than a Pell Grant, the college or career school must consider the COA and the financial aid available to the student, including a Pell Grant and the student's EFC. Other need-based federal aid includes campus-based aid, Direct Subsidized Loans, and subsidized Stafford Loans.

Let's look at this process of determining which aid programs will be awarded to which students. It is often called "award packaging" or "the aid package."

Susan is a dependent student who attends a college that costs $6,000 a year. Her EFC is $500. She qualifies for a $2,000 Federal Pell Grant, and she has been awarded an academic scholarship by a civic group for $1,500. Therefore, she could receive up to $2,000 in other need-based aid. (OH 17)

17

Cost of attendance		$6,000
Expected Family Contribution	-	$ 500
Student's financial need		$5,500
Federal Pell Grant	-	$2,000
Academic scholarship from a civic group	-	$1,500
Eligibility for other need-based aid:		$2,000

Presenter's Notes

To determine a student's eligibility for federal aid that is not awarded on the basis of financial need, the college or career school must consider only the student's cost of attendance and any financial assistance.

Cost of attendance	$6,000
Financial assistance	- $5,500
PLUS Loan	$ 500

For example, Susan's parents could borrow $500 in a Federal PLUS Loan to replace the EFC.

Award Letters

Postsecondary schools usually notify students about the types and amounts of financial aid they have been awarded by using an "award letter." A student can accept or decline any of the aid offered. However, if a student declines a specific award, the school will not increase another aid award.

Sometimes, a school sends a preliminary award letter to the student and a revised award letter at a later date. It is very important to understand that an award letter is not a guarantee that a student will receive financial aid. To receive the award, the student must continue to meet all eligibility requirements and comply with any other rules of the school's financial aid office.

A good example is a work-study award. If the student does not get a job or cannot work enough hours to earn the award, the postsecondary school is under no obligation to provide that amount in some other form of aid. The student would have to find another way to cover that portion of the postsecondary school's cost.

Presenter's Notes

Remember, not all postsecondary schools use the same type of award letter. Be sure you know how this process works at the postsecondary schools to which you will be applying.

Also, not all postsecondary schools will award you the same type of funding or the same amount of funding. You should compare your financial aid offers and consider such questions as:

- What percentage of your financial need was met?
- If your full need is not met, how much of your direct costs will be covered?
- How much is gift money, and how much is self-help money? How much will you have to borrow?

The Delivery System

The Federal Financial Aid Delivery System is the process by which a Free Application for Federal Student Aid (FAFSA) is processed, corrected, and the results are delivered to students and postsecondary schools.

In addition to filling out the FAFSA, there are additional application requirements for receiving federal loans and for some types of state and postsecondary school aid. These requirements will also be addressed today.

Are there any questions?

Presenter's Notes

FINANCIAL AID APPLICATIONS

The 1995-96 Free Application for Federal Student Aid (FAFSA)

Only one application needs to be filled out for a student to apply for *need-based* federal student aid—the Free Application for Federal Student Aid (FAFSA). A student must complete a FAFSA each year he or she applies for any type of federal financial aid, including non-need-based federal loans as well as federal grants.

Students should apply every year, even if they don't think they'll qualify or if they didn't receive aid the previous year.

If students don't have their FAFSAs on file, they'll waste a lot of time later if they find out they need it to apply for a non-federal financial aid program that requires a FAFSA.

It's also important to file early each year because some of the state or private aid programs with early deadlines might want to see the results of the FAFSA. So never decide "just not to bother" with the form.

As the name of the form indicates, there is no fee for submitting the FAFSA.

The FAFSA itself—and how to fill it out—will be discussed in detail in just a few minutes.

Note to Presenter: There is also an electronic method of filing the FAFSA, by using the Electronic Data Exchange (EDE) process. At postsecondary institutions that participate in EDE, their students or school personnel can enter and submit FAFSA data electronically using a personal computer or mainframe system.

The Federal Direct Student Loan Promissory Note and the Federal Direct PLUS Loan Application and Promissory Note

The Federal Direct Student Loan Program will be entering its second year, with more than 1,500 colleges and career schools throughout the country selected to participate.

Presenter's Notes

The FAFSA is the only required application form for Direct Subsidized Loans and Direct Unsubsidized Loans. Borrowers will, of course, need to complete promissory notes and disclosure forms to receive funds.

For a parent to receive a Direct PLUS Loan, completing a separate parent application and promissory note form is required, but a FAFSA isn't.

These Direct Loan forms are used at all postsecondary schools participating in the Direct Loan Program and are available from them. Copies of these forms are provided for reference in your materials.

The Application and Promissory Note for Federal Stafford Loans and the Federal PLUS Application and Promissory Note

Please take a moment to pull out both the Federal Stafford Loan and the FFEL PLUS Loan applications to use as references for this section.

There is a separate combination application and promissory note that students and parents must use to apply for Federal Stafford Loans, as well as a different combination application for Federal PLUS loans. The Stafford and PLUS application forms are "common" to the FFEL Program and so are accepted by any lender or guaranty agency that participates in the FFEL Program. Stafford applicants must complete a FAFSA and a common Federal Stafford Loan application and promissory note.

PLUS applicants must complete only the common PLUS application. It has more questions than the Stafford application because PLUS applicants don't complete a FAFSA.

Presenter's Notes

The Institutional Application

Some postsecondary schools have their own institutional sources of funding, usually from endowments or special scholarship funds. A postsecondary institution may require students to complete its own institutional application for aid or a supplemental form from a private needs analysis agency such as the:

- o College Scholarship Service (CSS) *or*
- o Pennsylvania Higher Education Assistance Agency (PHEAA).

The additional information collected on these applications can only be used to award the institution's student aid, not to award federal student aid.

Other: State and Private Applications

States and private organizations (such as corporations, trade unions, and civic groups) also offer aid to students. Most of these entities require their own applications in addition to the FAFSA.*

*You might want to discuss your state's application here.

Private associations, community service groups, or corporations may have differing application requirements and deadlines.

FEDERAL APPLICATION PROCESS

As we mentioned earlier, filing a FAFSA is the way students must apply for federal student aid. Let's look at what happens then.

Presenter's Notes

FAFSA Processors

Once a student completes the FAFSA, he or she mails it to the address printed on the return envelope inside the FAFSA. The student adds the postage.

The FAFSA processor inputs the data from the FAFSA.

The processor then creates a "federal output document," called a Student Aid Report (SAR), and sends it to the student.

For 1995-96, the SAR will be **yellow**.*

*You may want to show a SAR, if available.

When a student receives a SAR, he or she should make a copy to keep, then take or mail the original to the financial aid office at the postsecondary school he or she plans to attend.

If a student is applying to more than one postsecondary school, the student can make copies of the SAR and send them to the various schools under consideration. The original SAR should be kept and eventually be given to the financial aid office at the school the student decides to attend.

If a school the student is applying to insists on an original SAR, then the student can request a duplicate SAR be sent to him or her, and forward it to the school.

To request a duplicate SAR:

- call the Federal Student Aid Information Center at 319-337-5665.

Presenter's Notes

The identifying information the student will need to give the center on the phone includes his or her:

- o name,
- o Social Security Number, *and*
- o birth date.

If a change of address is necessary, a written request—that includes this same identifying information—must be made. The request must be written because the student's signature is required.

Verification

Financial aid administrators at postsecondary schools are required to confirm the accuracy of selected applications for federal student aid. This process is known as verification. Applications are selected randomly.*

*The random selection of applications selected for verification is done on the basis of processor edits. These edit checks identify FAFSA data that appears to be inconsistent or inaccurate.

Verification requires a student (and spouse, if applicable) and parents to submit signed copies of federal income tax forms and any other requested documentation to the postsecondary school(s) the student is applying to.

This is yet another reason why it is good practice for students to keep photocopies of their completed FAFSAs, as well as copies of all documents used to complete the application, particularly tax forms.

The Federal Direct Student Loan Program

Direct Loans do not involve commercial lenders or guaranty agencies; the money comes from the federal government. Direct Loans are handled directly between a student and a

Presenter's Notes

postsecondary school. A postsecondary school gets the U.S. Department of Education's approval for a loan from ED's Direct Loan Servicing Center (Servicing Center). As you recall, the FAFSA serves as the application for Direct Loans.

- o School Processing
  - When a postsecondary school receives the processing results of the student's FAFSA, the Direct Subsidized Loan and Direct Unsubsidized Loan process is nearly complete. Because most schools award Direct Loans as part of the student's financial aid package, the only remaining task is for the student to sign a promissory note (promising to repay the loan) at the school he or she will be attending.
  - After that is done, the postsecondary school electronically submits the data to the ED's Servicing Center.
  - For a Direct PLUS Loan, the parent submits the Direct PLUS application/promissory note to the school. It in turn processes it directly with ED's Servicing Center.
- o Direct Loan Servicing Center
  - Once the promissory note is signed and sent to ED's Servicing Center and all the loan information is certified by the school as being correct, the loan funds will be transferred electronically to the postsecondary school and disbursed to the student's account or to the parent.*

*There is a delay in delivery of the first Direct Subsidized and Unsubsidized Loans funds to first-time students until they have been in school for at least 30 days. This waiting period ensures that new students who withdraw within the first few weeks of classes will not be left with federal loan debts that might be difficult for them to repay.

Presenter's Notes

The Federal Family Education Loan (FFEL) Program

As we discussed earlier, the FFEL Program requires a separate application/promissory note for each of the loans. A postsecondary school must "certify" the application(s). This ensures that a student or parent has met all of the eligibility requirements and verifies his or her financial need, if applicable.

- o Lender Processing
  - Once a postsecondary school has certified an FFEL application, it is sent to a commercial lender (such as a bank or credit union). The lender then processes the application, ensures the accuracy of the school data and, in the case of a parent PLUS borrower, performs a credit check.
- o Guaranty Agency Approval
  - Before the lender can approve the loan and disburse funds to a student or parent FFEL borrower, the application must be approved by a guaranty agency. A guaranty agency is a state agency that insures FFEL loans for lenders.
  - Once a guaranty agency has granted its approval, the lender can send the FFEL loan funds to the school for the student.
  - Checks are co-payable to the student and the school, or to the parent and the school. After the check has been signed by both parties, the student's account will usually be credited to cover any outstanding balance and any excess funds will be given to the student or parent (usually by check). The funds must be used for education-related expenses.

Presenter's Notes

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Now, everyone needs a copy of the real thing—the 1995-96 FAFSA and its instructions. Before we begin, does anyone ***not*** have a copy of the FAFSA? (OH 18)

» Please distribute FAFSAs to those who raise their hands.

INTRODUCTION TO THE 1995-96 FREE APPLICATION FOR FEDERAL STUDENT AID (FAFSA)

The Instructions and Worksheets

Please look at your FAFSA.

You should carefully read the instructions before you begin completing the FAFSA. They contain the answers to *many* commonly asked questions.

Please note that the FAFSA *cannot* be processed before January 1, 1995. Therefore, the forms must not be signed and dated before then. Many students will want to file their 1995-96 FAFSAs in the early months of 1995 to meet state or college filing deadlines.

Please turn to page 2 of the **instructions**. Halfway down the page, you'll find a heading "Records You Will Need."

This is a list of records and papers that students and their families need to gather before they attempt to fill out the FAFSA.

If you have this information in front of you when you fill out the FAFSA, you are less likely to make costly errors.

Notice the statement in bold print "**Keep these records!**" You may need to provide proof of the information you report on the FAFSA. And it's just good practice for students to get in the habit of saving and filing away important documents.

Presenter's Notes

At the bottom of the left-hand column, still on page 2, are some tips for filling out the form.

- o Use a pen with dark ink or a #2 pencil.
- o Round off cents to the nearest dollar.
- o Write dates in numbers. For instance, this Valentine's Day would be written 02-14-95.

It is also important to know that when the FAFSA says "you" or "yours," it means the student, not the parents.

At the top of the right-hand column, the instructions for completing the form begin. We'll skip these for now and come back in a few minutes.

Please turn to pages 11 and 12 of the FAFSA. Here you will find important worksheets.

- o Worksheet #1 is used to estimate Adjusted Gross Income (AGI) when an income tax return hasn't been filed.
- o Worksheet #2 is used to calculate total untaxed income and benefits from certain sources.
- o Worksheet #3 is used to calculate exclusions from income—that is, amounts that should not be counted as part of the student's or parents' income.

You will learn more about how these worksheets are used when we discuss the "income" section of the FAFSA.

The Application Form

The actual form is usually in the middle of the instructions, between pages 6 and 7. Gently pull on the form to separate it from the instructions. Go ahead—tear out the form now.

Presenter's Notes

REVIEW OF THE 1995-96 FAFSA

We will start by looking at Section A.

19

Section A: You (the student) (OH 19)

Questions 1 through 19 collect personal identifying information on a student, such as name, address, Social Security Number, citizenship status, state of legal residence, marital status, and bachelor's degree held. Many of these questions are straightforward, but a few bear discussing.

As mentioned previously, a student must have a Social Security Number to apply for federal financial assistance. If a student fails to fill in his or her Social Security Number, the FAFSA will be returned to the student unprocessed.*

A student must also give his or her permanent home mailing address, not a school or office address. The student's state of legal residence is used in identifying if the student is eligible for state financial aid from the appropriate state agency.**

Questions 15 and 16 are about citizenship:

- Is the student a U.S. citizen?
- Students who are not U.S. citizens will need to go to page 3 of the instructions and read the explanation of how to answer Questions 15 and 16.

Look also at Question 19, "Will you have your first bachelor's degree before July 1, 1995?". If a student checks the "yes" box by mistake, he or she will not be considered for a Pell Grant or FSEOG, as recipients of Pell Grants and FSEOGs must be undergraduate students who do not have a first bachelor's degree. It is very important that a high school senior answers this question "no."

*The only exception to the Social Security Number requirement is for students from the Republic of the Marshall Islands, the Federated States of Micronesia, or the Republic of Palau. Students in this situation should contact the financial aid offices at the schools where they are applying.

**The home mailing address is also used to determine the appropriate state and other tax allowances used in the FAFSA analysis.

Presenter's Notes

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Section B: Education Background (OH 20)

The questions in this section ask for the date the student received a high school diploma (or GED) and for information about the parents' education.

Questions 22 and 23 are about a student's parents. This would be the student's birth parents, adoptive parents, or legal guardians (but *not* stepparents or foster parents).

- o Questions 22 and 23 are optional and have no affect on *federal* aid. However, state agencies use this information to award state grants and scholarships. Be sure to answer these to be considered for all possible types of financial aid.

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Section C: Your Plans (OH 21)

Section C collects information used by schools to award aid.

The questions in this section help financial aid administrators make better award packaging decisions by providing information about a student's year-rank in college, enrollment status, program type and length, and preference for types of aid.

- o Questions 24 through 31 collect information on a student's year-rank in college, his or her enrollment status, the terms in which he or she plans to enroll, course of study, and when he or she expects to complete his or her course of study.

  - A student undecided on his or her course of study should not be concerned, simply use code 27, "other/undecided."

Presenter's Notes

- If a student marks "full time" and later decides to enroll part time, his or her financial aid award may be adjusted.

o In Question 32, a student has to indicate his or her grade level for the 1995-96 school year. This question is used to establish federal student aid loan limits. High school seniors or persons who will be entering college for the first time, should check "1st yr./never attended college."*

*This answer also applies to high school students who have taken college-level courses prior to graduating from high school. They, too, are considered "1st yr./never attended college."

o In Questions 33 through 35, a student (and his or her parents) should indicate other types of financial aid he or she would like to receive.

- If a student is unclear as to what types of aid he or she would like to be considered for, he or she should check "yes" to all three questions. By doing so, the student will receive consideration for all other aid sources.

- When they receive their award letters, students may decline any source of financial aid they decide they do not want.

o Question 36 should be left blank if a student is still in high school. An applicant who has never attended college would also leave it blank.

o Question 37 should be left blank if a student has no dependent(s).**

**This question should also be left blank for an applicant who has a child or children he or she does not support financially, that is, provide more than half of the child's or children's support. Parents of applicants should not answer this question; this is the student section of the FAFSA.

o Questions 38 and 39 collect information on any veterans education benefit payments a student expects to receive during the 1995-96 academic year.

o If students are unsure about their eligibility for Dependent Education Assistance, they should check with their local Veterans Affairs Office.

Presenter's Notes

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Section D: Student Status (OH 22)

Section D is intended to determine a student's status. In other words, is the student a dependent student or independent student?

This classification is very important and is not something the student arbitrarily chooses. It determines whether the financial data of the student's parents will be included in calculating the Expected Family Contribution (EFC). The student's resources are always included in calculating the EFC.

To be classified as independent, a student must:

- be at least 24 years of age by December 31, 1995. This means that for the 1995-96 award year, a student must have been born before January 1, 1972; *or*
- be a veteran of the U.S. Armed Forces (Army, Air Force, Navy, Marine Corps, or Coast Guard); *or*
- be enrolled in a graduate or professional program in 1995-96; *or*
- be married *at the time the student signs the application*; **or**
- be a ward of the court or have been a ward of the court until he or she reached the age of 18, or be an orphan as **both** parents are dead; *or*
- have legal dependents, other than a spouse. This means the student has a child (or children) who gets more than half of the child's (or children's) support from the student *or* there are other people who live with the student, get more than half of their support from the student, and will continue to live with the student and get that support during the 1995-96 school year.

Presenter's Notes

Read the instructions very carefully if you believe any one of these categories applies to your student.

A student will be classified as independent if he or she can answer "yes" to **any one of the questions in Section D**. All other students are classified as dependent.

There are times when a student cannot answer yes to any of the dependency questions, but there is a good reason why parental information should not be considered on the FAFSA. Postsecondary schools have the authority to consider these special situations. A student should make appointments with the financial aid administrators at the schools where he or she is applying to discuss any special circumstances.

Once dependency status is determined, a student must complete the appropriate areas of the FAFSA, which are color-coded.

- o A dependent student gives information on himself or herself in the **white areas** and parents use the **yellow areas**. The student and a parent must sign the FAFSA in this case.

- o An independent student gives information only on himself or herself (and spouse, if applicable) by filling out the **white areas** and **gray areas**. The student (and spouse, if applicable) must sign the FAFSA in this case.

23

Section E: Household Information (OH 23)

Questions 48 through 52 collect household information about a dependent student's family. The instructions for Section E are on pages 4 and 5.

- o This **yellow area** is to be filled out by a dependent student and his or her parents.

Before we review Section E, let's review the definition of a parent.

A parent, for purposes of completing the FAFSA, includes:

- o an adoptive parent;
- o legal guardian; *and*
- o stepparent.

In cases of death, separation, or divorce, a student must answer the parental questions on the FAFSA as they apply to the surviving or responsible parent.

- o If one, but not both, of a student's parents has died, the student would answer the parental questions on the basis of the surviving parent and would not report any financial information for the deceased parent on the FAFSA.*
- o If a student's parents are separated or divorced, the student should report the parental information of the parent that he or she lived with the most during the past year. It does not make any difference who claims the student as an exemption for tax purposes.**

Before answering any questions in this section, it is important to read the instructions especially carefully.

Questions 46 and 47 collect household information for an independent student and his or her spouse.

- o This **gray area** is to be filled out only by an independent student.
- o A student classified as dependent should leave the **gray area** blank.

Please turn to Section F of the FAFSA form. 110

Presenter's Notes

Note to Presenter:
An adoptive parent is treated in the same manner as a natural parent.

A legal guardian is also treated in the same manner as a natural parent if he or she has been appointed by the court and has been specifically required by the court to use his or her financial resources to support the student. This legal relationship must continue after June 30, 1996.

Stepparent information is requested if the natural parent was married to the stepparent when the FAFSA was signed. There are no exceptions. ED does not recognize prenuptial agreements.

*If the last surviving parent dies after the FAFSA has been filed, the student must update his or her dependency status on the SAR and remove all parent financial information.

**If the student has not lived with either parent, then the parental and household information must be provided for the parent from whom the student receives the most support or received the most support the last time support was given.

Presenter's Notes

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Section F: 1994 Income, Earnings, and Benefits (OH 24)

Questions 53 through 63 collect financial information for all students (and, if applicable, their spouses).

Questions 64 through 74 collect financial information for parents.

Again, it's important to read the instructions carefully to answer these questions correctly.

- For example, the instructions for Question 56 tell you that FICA, self-employment, or other taxes from an IRS Form 1040 should **not** be included when reporting federal income tax.

Only the **income taxes paid** as listed on a tax return are to be reported here. One of the most common mistakes is that parents and students report the amount of taxes **withheld** rather than the amount **actually paid**.* To avoid mistakes, make sure to copy the specific tax-return line item that the FAFSA specifies.

If, at the time the student is completing the FAFSA, the student or parent has not filed a 1994 IRS form but will be filing one, Worksheet #1 on page 11 of the instructions can help accurately estimate what should be reported in Questions 55 and/or 66.**

On this worksheet, a student and parent will report the same type of income that has to be reported on the IRS form. As you can see on the worksheet, wages, salaries, tips, interest income, dividends, and other taxable income is totaled. All IRS-allowable adjustments are subtracted from the total income. The total amount arrived at in the box should be reported in Questions 55 and/or 66.

*Remember, all students fill out the white area on the left, Questions 53 through 63, regardless of whether they are dependent or independent.

**An alternative is to suggest that the family fill out the tax return they will eventually file, and use the figures they put on it to complete the FAFSA.

Presenter's Notes

Let's look at Worksheet #2. This worksheet is for untaxed income and benefits. For example, any payments to tax-deferred pension and savings plans that are paid directly or withheld from earnings are considered to be untaxed income. This would include untaxed portions of 401(k) and 403(b) plans.

If you're unclear as to the total payments made to any tax-deferred pension and savings plan, these totals are reported on the W-2 form from your employer.

The amounts reported in Questions 62 and/or 73 should not include Social Security benefits or any income reported elsewhere on the form.

Take a few minutes and review the types of untaxed benefits that should and should not be reported in Questions 62 and/or 73.

For Questions 63 and 74, Worksheet #3 should be completed first.

Let's turn to page 12 of the instructions now.

Worksheet #3 helps determine if a student or parent has any exclusions that must be reported in Questions 63 and/or 74 on the FAFSA.

Exclusion is defined as any one of the following:

- o Child support paid by a student and spouse, or by a parent, during 1994.
- o Living allowances received under the National and Community Service Act of 1993, as amended.*

*The National Community Service Act allows young adults to earn funds for postsecondary tuition by filling unmet community needs. These programs are organized and managed by individual states.

For more information, call The Corporation for National and Community Service toll free at 1-800-942-2677.

Presenter's Notes

- Student financial aid that was reported as Adjusted Gross Income (AGI) or earned income in 1994. (The worksheet helps define which types of aid and what portions of scholarships and grants should be included in this answer.)

Add the exclusion amounts and report the total in Question 63 or 74.

Are there any questions about the worksheets and/or Section F?

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Section G: Asset Information (OH 25)

For Section G, Worksheet A or Worksheet B in the instructions should be completed first. An independent student completes Worksheet A (**gray**) on page 7 of the instructions and a dependent student completes Worksheet B (**yellow**), also on page 7.

Let's turn to page 7 of the instructions.

- Based on these worksheets, some students may be able to skip Section G entirely.

- This is because some students will qualify for the Simplified Needs Test.*

*However, for school or state aid the student may have to complete Section G.

A *dependent student* qualifies for the Simplified Needs Test when:

- the student and/or parent(s) have not and will not file an IRS Form 1040; *or*

- the student and/or parent(s) are not required to file an IRS Form 1040 *and*

- the parents' income is less than $50,000.

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Presenter's Notes

An *independent student* qualifies for the Simplified Needs Test when:

- o the student (and spouse, if applicable) has not filed and will not file an IRS Form 1040; *or*
- o the student (and spouse, if applicable) is not required to file an IRS Form 1040 *and*
- o the student's (or the couple's) income is less than $50,000.

A student who **does not** qualify for the Simplified Needs Test, must complete Section G.

Now let's review Section G.

- o Regardless of dependency status, all students (and their spouses, if applicable) have to fill out the **white area**.*

*Unless otherwise instructed by a financial aid office, due to special circumstances, all dependent students must supply the parental information needed in the **yellow area**.

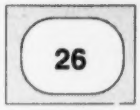
As usual, the instructions should be read very carefully. Pages 7 and 8 of the instructions point out some items that should not be included when listing parent and student assets.

Assets should be reported as of the date the FAFSA is signed.

In the **white area**, Questions 75 through 81, a student (and spouse, if applicable) would list his or her personal assets, real estate, or investments as of the date the FAFSA is signed.

The **yellow area**, Questions 82 through 89, asks for the asset information of the student's parents as of the date the FAFSA is signed.

Presenter's Notes



Section H: Information Release (OH 26)

Questions 90 through 101 collect information on up to six colleges a student might attend in 1995-96. Each college's name and address *or* Title IV institution code must be listed. These codes are not in the FAFSA instructions; they are provided in the *Title IV Institutional Code List*.*

*Tell them where your school maintains the list. They could also call the Student Information Center, at 1-800-4-FED-AID.

A student is also asked about his or her housing plans at each of the listed colleges, as this can have a significant impact on the student's cost of attendance. The FAFSA information is automatically sent to the listed colleges.

Question 102 asks a student's permission to send the data to the financial aid agencies in his or her state. The release is very important if a student wants to be considered for state aid.

Please notice that this question is marked only if the student does **not** want the information released.

Question 103 asks for permission to register the student with the Selective Service.

On the FAFSA, in Questions 104 and 105, the student and parents certify the accuracy of the information provided on the FAFSA by signing and dating the form.

To the right of Questions 104 and 105 is a **Note** box telling a student to notify financial aid administrators at the postsecondary schools he or she is applying to of any unusual circumstances, such as:

- the family pays elementary or secondary school tuition expenses; *or*
- the family has unusual medical or dental expenses not covered by insurance; *or*

Presenter's Notes

- o a family member has recently become unemployed; *or*

- o there are other unusual circumstances not covered in the form that might affect eligibility for student financial aid.

    - For example, a student or parent who was working full time but is now working part time would need to contact financial aid offices at the schools the student is applying to.

27

Section I: Preparer's Use Only (OH 27)

This section should be completed only if someone other than the student, the student's spouse, or the student's parents prepared the FAFSA. Receiving guidance on how to fill out the FAFSA is **not** the same as having someone prepare the FAFSA for you.

The FAFSA is now ready to mail. The address to which it should be mailed, along with other directions, is given at the bottom of the last page of the form. The application packet also includes an addressed envelope to which the applicant must add the postage.

We have now finished our section-by-section trip through the FAFSA. As you can see, the best advice on completing the FAFSA is **to read the instructions carefully and to complete the form as a family**.

If you have questions not covered in the instructions, you can call the Federal Student Aid Information Center for help.* This number is provided for your in *The Student Guide* on page 22.

Are there any questions?

*Call 1-800-4-FED-AID, Monday through Friday, from 9 a.m. to 8 p.m. (ET).

Duplicate SARs and status checks, call 319-337-5665.

TDD for hearing-impaired, call 1-800-730-8913.

Types of Student Aid

- ✓ Grants and scholarships
- ✓ Employment opportunities
- ✓ Loans

Who Pays for Postsecondary Education?

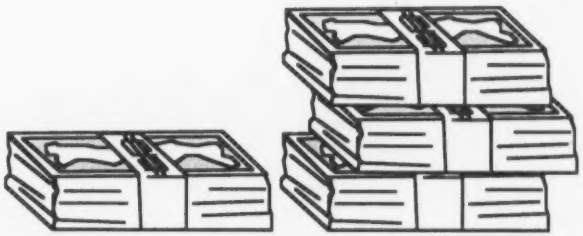
- ✓ Student
- ✓ Spouse, if applicable
- ✓ Parents

Financial Need

Cost of Attendance (COA)

\- Expected Family Contribution (EFC)

Student's Financial Need



Programs Based on Need

- ✓ Federal Pell Grant
- ✓ Federal Supplemental Educational Opportunity Grant (FSEOG)
- ✓ Federal Work-Study (FWS)
- ✓ Federal Perkins Loan
- ✓ Federal Direct Stafford Loan (Direct Subsidized Loan)
- ✓ Federal Stafford Loan (subsidized)
- ✓ State Student Incentive Grant (SSIG)

Programs Not Based on Need

- ✗ Federal Direct PLUS Loan
- ✗ Federal PLUS Loan
- ✗ Federal Direct Unsubsidized Stafford Loan (Direct Unsubsidized Loan)
- ✗ Federal Stafford Loan (unsubsidized)
- ✗ Robert C. Byrd Honors Scholarship Program
- ✗ Paul Douglas Teacher Scholarship Program
- ✗ National Science Scholars Program

FSEOG

- Minimum Annual Amount: $ 100
- Maximum Annual Amount: $4,000
- Maximum Cumulative Amount: none

Federal Work-Study

- On-campus
- Off-campus
- $ 4.25 / hour

Federal Perkins Loan Program

ANNUAL	*AGGREGATE*	
$3,000	$15,000	Undergraduate program not yet successfully completed
$5,000	$30,000	Graduate/professional study

EXPANDED LENDING OPTION

$4,000	$8,000	First two years of undergraduate program not yet successfully completed
$4,000	$20,000	Undergraduate program not yet successfully completed
$6,000	$40,000	Graduate/professional study

Federal Direct Stafford Loans Repayment Plans

- Income contingent
- Standard
- Extended
- Graduated

Federal Direct Subsidized and Unsubsidized Loans *Aggregrate Limits*

Dependent undergraduate student	$ 23,000
Independent undergraduate student	$ 46,000
Graduate or professional student	$138,500

Federal Direct PLUS Loan Repayment Plans

- Standard
- Extended
- Graduated

Private Scholarship Resources

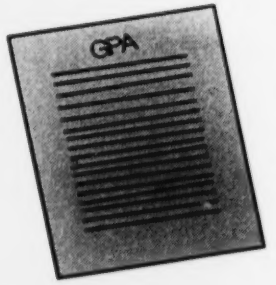
- *Chronicle Student Aid Annual*
- *Financial Aids for Higher Education*
- *Need a Lift?*
- *Higher Education Opportunities for Minorities and Women*

Academic Qualifications

- A high school diploma
- An acceptable equivalent of a high school diploma
- A passing score on an independently administered examination approved by the U.S. Department of Education

Student Eligibility Criteria

- Enrolled at an eligible institution
- Enrolled in an eligible educational program
- Has an approved enrollment status
- Is making satisfactory academic progress



Determining Financial Need

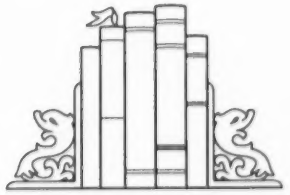
Cost of Attendance (COA)

\- Expected Family Contribution (EFC)

Student's Financial Need

Cost of Attendance

- ✓ Tuition and fees
- ✓ Books, supplies, and equipment
- ✓ Room and board
- ✓ Transportation
- ✓ Necessary personal spending



Estimating Susan's Financial Need

Cost of Attendance	$6,000
Expected Family Contribution	- $ 500
Student's Financial Need	$5,500
Federal Pell Grant	- $2,000
Academic scholarship	- $1,500
Eligibility for other federal need-based aid	$2,000

Free Application for Federal Student Aid

1995-96 School Year

FFFFF

Form Approved
OMB No. 1840-0110
Exp. Exp. 6/30/96

U.S. Department of Education
Student Financial Assistance Programs

If you were in college last year and meet certain conditions, you will receive a renewal application in the mail or from your school early in 1995. You must use either the Renewal FAFSA or this Free Application for Federal Student Aid (FAFSA) to apply for aid from Federal student financial aid programs.

You can also use the Renewal FAFSA or this FAFSA to apply for most state and some private aid, although certain state and private aid programs may require an additional form. To find out more about which forms to use, contact your high school counselor, college financial aid office, or state scholarship/grant agency.

Be sure to read INFORMATION ON THE PRIVACY ACT AND USE OF YOUR SOCIAL SECURITY NUMBER on page 12.

WARNING: You must fill out this form accurately. The information that you supply can be verified by your college, your state, or by the U.S. Department of Education.

You may be asked to provide U.S. income tax returns, the worksheets in this booklet, and other information. If you can't or don't provide these records to your college, you may not get Federal student aid. If you get Federal student aid based on incorrect information, you will have to pay it back; you may also have to pay fines and fees. If you purposely give false or misleading information on your application, you may be fined $10,000, sent to prison, or both.

WHAT IS THIS APPLICATION FOR?

Federal Student Financial Aid

"Federal student financial aid" means Federal grant, loan and work-study money for your education.

The Federal student assistance programs can help you pay for most kinds of education after high school. The aid is available if you are attending a college, a professional school, or a vocational or technical school. This application is for Federal student financial aid for the 1995-96 school year (July 1, 1995–June 30, 1996).

State and College Student Financial Aid

Some state and college aid programs may require additional information. Contact your state scholarship/grant agency or college financial aid administrator to find out whether you need to complete any form(s) in addition to the FAFSA, and what types of aid you might be eligible for. Be sure to see the **deadline dates** under "Deadlines for State Student Aid" on page 10. Some colleges also have their own deadlines, which may be earlier than the Federal deadline.

See MORE INFORMATION ON APPLYING FOR FEDERAL STUDENT AID on page 10.

This application is used for these Federal Student Financial Aid Programs

Federal Pell Grants
Federal Supplemental Educational Opportunity Grants (FSEOG)
Federal Subsidized and Unsubsidized Stafford Loans
Federal Direct Subsidized and Unsubsidized Stafford Loans
Federal Perkins Loans
Federal Work-Study
Title VII and Public Health Act Programs

To be eligible, you must . . .

- be a U.S. citizen or eligible noncitizen,
- be registered with Selective Service (if required),
- attend a participating college,
- be working toward a degree or certificate,
- be making satisfactory academic progress,
- not owe a refund on a Federal grant or be in default on a Federal educational loan, **and**
- have financial need (except for Unsubsidized Stafford Loans).

In addition:

- Federal student loans must be repaid.
- Students going to college less than half-time may be eligible for Federal Pell Grants and some other Federal student aid programs.
- Students who have received a bachelor's degree are not eligible for Federal Pell Grants or FSEOG, but may be eligible for other Federal student aid programs.
- Conviction of drug distribution or possession may make a student ineligible.

DEADLINES

FOR FEDERAL STUDENT AID—MAY 1, 1996
You should apply as early as possible but not before January 1, 1995. Mailing in your form is only the first step in applying for Federal student aid. We must receive your form no later than May 1, 1996.

FOR STATE STUDENT AID—SEE PAGE 10
State deadlines may be earlier than the Federal deadline. Your state may also require an additional form. Check the requirements and deadlines.

FOR COLLEGE AID—CHECK WITH YOUR FINANCIAL AID OFFICE. Colleges may have their own deadlines and applications for awarding student aid.

■ If you (and your family) have unusual circumstances, such as tuition expenses at an elementary or secondary school, unusual medical or dental expenses not covered by insurance, or a family member who recently became unemployed, complete this form and then check with your college financial aid office.

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Section A

Free Application for Federal Student Aid
1995-96 School Year

WARNING: If you purposely give false or misleading information on this form, you may be fined $10,000, sent to prison, or both.

"You" and "your" on this form always mean the student who wants aid.

P P P P P

Form Approved OMB No. 1845-0119 Exp. Exp. 6/30/96

U.S. Department of Education Student Financial Assistance Programs

Section A: You (the student)

1–3. Your name — 1. Last ____ 2. First ____ 3. M.I. ____

Your title (optional) — Mr. ☐1 Miss, Mrs., or Ms. ☐2

4–7. Your permanent mailing address *(All mail will be sent to this address. See Instructions, page 2 for state/country abbreviations.)*

4. Number and street (Include apt. no.) ____

5. City ____ 6. State ____ 7. ZIP code ____

8. Your social security number *(Don't leave blank. See Instructions, page 2.)* ____

9. Your date of birth ____ Month Day Year

10. Your permanent home telephone number ____ Area code

11. Your state of legal residence ____ State

12. Date you became a legal resident of the state in question 11 *(See Instructions, page 2.)* ____ Month Day Year

13–14. Your driver's license number *(Include the state abbreviation. If you don't have a license, write in "None.")* ____ State

15–16. Are you a U.S. citizen? *(See Instructions, pages 2 & 3.)*

Yes, I am a U.S. citizen. ☐1

No, but I am an eligible noncitizen. ☐2

A ____

No, neither of the above. ☐3

17. As of today, are you married? *(Check only one box.)*

I am not married. (I am single, widowed, or divorced.) ☐1

I am married. ☐2

I am separated from my spouse. ☐3

18. Date you were married, separated, divorced, or widowed. If divorced, use date of divorce or separation, whichever is earlier. ____ Month Year

19. Will you have your first bachelor's degree before July 1, 1995? Yes ☐1 No ☐2

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Section B

Section B: Education Background

20–21. Date that you (the student) received, or will receive, your high school diploma, either—

- by graduating from high school — Month ____ Year ____

OR

- by earning a GED — Month ____ Year ____

(Enter one date. Leave blank if the question does not apply to you.)

22–23. Highest educational level or grade level completed by your father and your mother *(Check one box for each parent. See Instructions, page 3.)*

	22. Father	23. Mother
elementary school (K–8)	☐ 1	☐ 1
high school (9–12)	☐ 2	☐ 2
college or beyond	☐ 3	☐ 3
unknown	☐ 4	☐ 4

Section C

Section C: Your Plans *Answer these questions about your college plans.*

24–28. Your expected enrollment status for the 1995-96 school year *(See Instructions, page 3.)*

School term	Full time	3/4 time	1/2 time	Less than 1/2 time	Not enrolled
24. Summer term '95	☐ 1	☐ 2	☐ 3	☐ 4	☐ 5
25. Fall semester/qtr. '95	☐ 1	☐ 2	☐ 3	☐ 4	☐ 5
26. Winter quarter '95-96	☐ 1	☐ 2	☐ 3	☐ 4	☐ 5
27. Spring semester/qtr. '96	☐ 1	☐ 2	☐ 3	☐ 4	☐ 5
28. Summer term '96	☐ 1	☐ 2	☐ 3	☐ 4	☐ 5

29. Your course of study *(See Instructions, page 3.)* ☐☐

30–31. College degree/certificate you expect to receive **and** the date you expect to receive it *(See Instructions, page 3.)*

30. Degree/certificate ☐☐

31. Date ☐☐ Month ☐☐ Day ☐☐ Year

32. Your grade level during the 1995-96 school year *(Check only one.)*

1st yr./never attended college	☐ 1	5th year/other undergraduate	☐ 6
1st yr./attended college before	☐ 2	1st year graduate/professional	☐ 7
2nd year/sophomore	☐ 3	2nd year graduate/professional	☐ 8
3rd year/junior	☐ 4	3rd year graduate/professional	☐ 9
4th year/senior	☐ 5	Beyond 3rd year graduate/professional	☐ 0

33–35. In addition to grants, what other types of financial aid are you (and your parents) interested in? *(See Instructions, page 3.)*

33. Student employment Yes ☐ 1 No ☐ 2
34. Student loans Yes ☐ 1 No ☐ 2
35. Parent loans for students Yes ☐ 1 No ☐ 2

36. If you are (or were) in college, do you plan to attend **that same college** in 1995-96?

Yes ☐ 1 No ☐ 2

37. For how many dependents will you pay child care or elder care expenses in 1995-96? ☐☐

38–39. Veterans education benefits you expect to receive from July 1, 1995 through June 30, 1996

38. Amount per month $_____.00
39. Number of months ☐☐

Section D

Section D: Student Status	Yes	No
40. Were you born **before** January 1, 1972?	☐ 1	☐ 2
41. Are you a veteran of the U.S. Armed Forces?	☐ 1	☐ 2
42. Will you be enrolled in a graduate or professional program (beyond a bachelor's degree) in 1995-96?	☐ 1	☐ 2
43. Are you married?	☐ 1	☐ 2
44. Are you an orphan or a ward of the court, or were you a ward of the court until age 18?	☐ 1	☐ 2
45. Do you have legal dependents (**other than a spouse**) that fit the definition in Instructions, page 4?	☐ 1	☐ 2

If you answered "**Yes**" to **any** question in Section D, go to Section E and fill out the **GRAY** and the **WHITE** areas on the rest of this form.

If you answered "**No**" to **every** question in Section D, go to Section E and fill out the **YELLOW** and the **WHITE** areas on the rest of this form.

Section E

Section E: Household Information

If you are filling out the **GRAY** and WHITE areas, answer questions 46 and 47 and go to Section F.

If you are filling out the **YELLOW** and WHITE areas, skip questions 46 and 47. Answer questions 48 through 52 about your parents, and then go on to Section F.

STUDENT (& SPOUSE)

46. Number in your household in 1995-96 (Include yourself and your spouse. Do not include your children and other people unless they meet the definition in Instructions, page 4.) ☐☐

47. Number of college students in household in 1995-96 (Of the number in 46, how many will be in college at least half-time in at least one term? Include yourself. *See Instructions, page 4.*) ☐☐

PARENT(S)

48. Your parents' current marital status:

single ☐1 married ☐2 separated ☐3 divorced ☐4 widowed ☐5

49. Your parents' state of legal residence ☐☐ State

50. Date your parent(s) became legal resident(s) of the state in question 49 *(See Instructions, page 5.)* ☐☐ Month ☐☐ Day ☐☐☐☐ Year

51. Number in your parents' household in 1995-96 (Include yourself and your parents. Do not include your parents' other children and other people unless they meet the definition in Instructions, page 5.) ☐☐

52. Number of college students in household in 1995-96 (Of the number in 51, how many will be in college at least half-time in at least one term? Include yourself. *See Instructions, page 5.*) ☐☐

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Section F

Section F: 1994 Income, Earnings, and Benefits **Everyone must fill out the Student (& Spouse) column.** *Page 3*

You must see Instructions, page 5, for information about tax forms and tax filing status. The instructions will tell you what income and benefits should be reported in this section.

	STUDENT (& SPOUSE)	PARENT(S)
53. / 64.	The following 1994 U.S. income tax figures are from: *(Check only one.)*	The following 1994 U.S. income tax figures are from: *(Check only one.)*
	A—a completed 1994 IRS Form 1040A or 1040EZ ☐ 1	A—a completed 1994 IRS Form 1040A or 1040EZ ☐ 1
	B—a completed 1994 IRS Form 1040 ☐ 2	B—a completed 1994 IRS Form 1040 ☐ 2
	C—an estimated 1994 IRS Form 1040A or 1040EZ ☐ 3	C—an estimated 1994 IRS Form 1040A or 1040EZ ☐ 3
	D—an estimated 1994 IRS Form 1040 ☐ 4	D—an estimated 1994 IRS Form 1040 ☐ 4
	E—will not file a 1994 U.S. income tax return ☐ 5	E—will not file a 1994 U.S. income tax return ☐ 5
	1994 Total number of exemptions (Form 1040-line 6e, or 1040A-line 6c; 1040EZ filers— *see Instructions, page 6.*) 54. ☐☐	65. ☐☐
	1994 Adjusted Gross Income (AGI-Form 1040-line 31, 1040A-line 16, or 1040EZ-line 3—*see Instructions, page 6.*) 55. $_____.00	TAX FILERS ONLY — 66. $_____.00
	1994 U.S. income tax paid (Form 1040-line 46, 1040A-line 25, or 1040EZ-line 9) 56. $_____.00	67. $_____.00
	1994 Income earned from work Student 57. $_____.00	Father 68. $_____.00
	1994 Income earned from work Spouse 58. $_____.00	Mother 69. $_____.00
	1994 Untaxed income and benefits (yearly totals only)	
	Social security benefits 59. $_____.00	70. $_____.00
	Aid to Families with Dependent Children (AFDC or ADC) 60. $_____.00	71. $_____.00
	Child support received for all children 61. $_____.00	72. $_____.00
	Other untaxed income and benefits, from Worksheet #2, page 11 62. $_____.00	73. $_____.00
	1994 Exclusions from Worksheet #3, page 12. 63. $_____.00	74. $_____.00

Section G

ATTENTION

Section G: Asset Information *Be sure that you completed Worksheet A or Worksheet B in Instructions, page 7. If you meet certain tax filing and income conditions, you do not have to complete Section G to apply for Federal student aid. However, some states and colleges may require you to complete Section G.*

	STUDENT (& SPOUSE)	PARENT(S)
		82. Age of your older parent ☐☐
Cash, savings, and checking accounts	75. $_____.00	83. $_____.00
Other real estate and investments value *(Don't include the home.)*	76. $_____.00	84. $_____.00
Other real estate and investments debt *(Don't include the home.)*	77. $_____.00	85. $_____.00
Business value	78. $_____.00	86. $_____.00
Business debt	79. $_____.00	87. $_____.00
Farm value *(See Instructions, page 8.)*	80. $_____.00	88. $_____.00
Farm debt *(See Instructions, page 8.)*	81. $_____.00	89. $_____.00

Section H

Section H: Releases and Signatures

90–101. What college(s) do you plan to attend in 1995-96?
(Note: The colleges you list below will receive your application information. See Instructions, page 8.)

Housing codes		
1—on-campus	2—off-campus	3—with parent(s)
		4—with relative(s) other than parent(s)

	Title IV Code	College Name	College Address	City	State	Housing Code
	0 9 8 7 6 5	*Example University*	*14930 N. Something Ave.*	*Anywhere City*	S T	2
90.						91.
92.						93.
94.						95.
96.						97.
98.						99.
100.						101.

102. The U.S. Department of Education will send information from this form to your state agency and the state agencies of the colleges listed above so they can consider you for state aid. Check "No" if you don't want information released to the state. **If you check "No," any state student aid may be denied or delayed.** ..... **102.** No ☐ 2
(See "Deadlines for State Student Aid" in Instructions, page 10.)

103. If you give Selective Service permission to register you, check **"Yes."** *(See Instructions, page 9.)* ..... **103.** Yes ☐ 1

104–105. Read, Sign, and Date

Certification: All of the information provided by me or any other person on this form is true and complete to the best of my knowledge. I understand that this application is being filed jointly by all signatories. If asked by an authorized official, I agree to give proof of the information that I have given on this form. I realize that this proof may include a copy of my U.S. or state income tax return. I also realize that if I do not give proof when asked, the student may be denied aid.

Everyone whose information is given on this form should sign below. The student (and at least one parent, if parental information is given), must sign below or this form will be returned unprocessed.

1 Student _____

2 Student's Spouse _____

3 Father/Stepfather _____

4 Mother/Stepmother _____

105. Date completed ___ Month ___ Day Year 1995 ☐ 1996 ☐

If you (and your family) have unusual circumstances, complete this form and then check with your financial aid administrator. Examples:
- **tuition expenses at an elementary or secondary school,**
- **unusual medical or dental expenses not covered by insurance,**
- **a family member who recently became unemployed, or**
- **other unusual circumstances that might affect your eligibility for student financial aid.**

School Use Only
D/O ☐
Title IV Code ___
FAA Signature 1 _____

MDE Use Only
Do not write in this box
Spec. handle ☐
No. copies ☐

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Section I

Section I: Preparer's Use Only

For preparers other than student, spouse, and parent(s).
Student, spouse, and parent(s), sign above.

Preparer's last name | First name | M.I.

Firm name

Firm or preparer's address | City | State | ZIP

106. Employer identification number (EIN)

OR

107. Preparer's social security number

Certification: All of the information on this form is true and complete to the best of my knowledge.

108. Preparer's signature | **Date**

MAKE SURE THAT YOU HAVE COMPLETED, DATED, AND SIGNED THIS APPLICATION.
Mail the application to: Federal Student Aid Programs, P.O. Box 4032, Iowa City, IA 52243-4032.

1995-96 Addresses for FAFSA Processors

Appendix B

1995-96 Addresses for FAFSA Processors

U.S. Department of Education's FAFSA Processor

Submit FAFSAs:	Federal Student Aid Programs P.O. Box 4032 Iowa City, IA 52243-4032
Submit Spanish FAFSAs:	Federal Student Aid Programs P.O. Box 4039 Iowa City, IA 52243-4039
Submit SAR for corrections:	Federal Student Aid Programs P.O. Box 4037 Iowa City, IA 52243-4037
Request duplicate SARs, add postsecondary schools, change address:	Federal Student Aid Programs P.O. Box 4038 Iowa City, IA 52243-4038

American College Testing (ACT)

Submit FAFSAs:	Federal Student Aid Programs P.O. Box 4005 Iowa City, IA 52243-4005
Submit SAR for corrections:	Federal Student Aid Programs P.O. Box 4025 Iowa City, IA 52243-4025
Request duplicate SARs, add postsecondary schools, change address:	Federal Student Aid Programs P.O. Box 4021 Iowa City, IA 52243-4021

College Scholarship Service (CSS)

Submit FAFSAs:	Federal Student Aid Programs P.O. Box 7320 London, KY 40742-7320
Submit SAR for corrections:	Federal Student Aid Programs P.O. Box 7322 London, KY 40742-7322
Request duplicate SARs, add postsecondary schools, change address:	Federal Student Aid Programs P.O. Box 7323 London, KY 40742-7323

Pennsylvania Higher Education Assistance Agency (PHEAA)

Submit FAFSAs:	Federal Student Aid Programs P.O. Box 8179 Harrisburg, PA 17105-8179
Submit SAR for corrections:	Federal Student Aid Programs P.O. Box 8135 Harrisburg, PA 17105-8135
Request duplicate SARs, add postsecondary schools, change address:	Federal Student Aid Programs P.O. Box 8135 Harrisburg, PA 17105-8135